Happy Flag Day!
Manufacturer & Business Association

IMPACT 2018

30 Years
Anniversary
Since 1988
Success Strategies for Internships – How You Can Set Up a World-Class Program
Challenges Into Reliable Solutions

Erie Plant

&

Fairview Plant

Turning

AMERICAN TURNED PRODUCTS & ATP PRECISION DEFENSE
Established 1984
Third-Generation Family Owned Business
High- and Low-Volume Precision Machining
Sales:
• 2016 - $17.9M
• 2017 - $20.0M
• 2018 - Forecasted $21.5M
Sales Breakdown:
• 40% Traditional Automotive
• 30% Renewable Energy Automotive
• 15% Hydraulic/Fluid Power
• 5% DOD
• 5% Appliance
• 5% Other
Company Overview

- Current Employment: ~ 110; union free work force
- ISO/TS16949:2009 Registered; **IATF transition planned Q2&Q3-2018**
- Facilities: Erie and Fairview, Pennsylvania
• Erie, Pennsylvania – 45,000 sq. ft.
• Fairview, Pennsylvania – 50,000 sq. ft.
Investment in Technology

***Industry Average is <3% per year***
Internships at ATP

• For ATP to stay relevant in our markets, we need recently educated people.
• We typically have 2 to 4 Interns.
• Most of our Interns are attending College, but some have come from Local High School Vo-Techs.
• Summer FT
• During the School Year PT
• Most Common Interns at ATP – Manufacturing Engineers

• Intern Development Plan:
  – Experience on the Production Floor – Running Machines
  – Observe Processes – Make Recommendations for Improvements.
  – SolidWorks Drawing development and other various computer programs
  – Assist Engineering & Quality Control Depts.
Intern Development Plan (Cont.):

– Lean Projects; 5S, QIP
– Productivity Improvements; Pareto DownTime
– May work as an Intern 1 to 4 years depending on our requirement and their Performance.
Our Goal: Provide a Positive Experience for our Interns to further their interest in Mfg. and to potentially offer Full-Time Employment upon Graduation.

Typical Pay:
- $13.50 - $17.00
- We have not received Government Assistance for paying our Interns.
• Over the past 5-7 years, we’ve hired 9 interns for full-time positions.
• Some just are not a good fit based on our or their accord.
• Majority of our Interns have come from Behrend Mechanical Engineering, but we have hired all local University/College Students.
Thank you!
What to do Before Approaching the University
• Defining an internship
  – Experience that integrates knowledge/theory from the classroom with practical application and skill development

• Find support
  – Local colleges and universities
  – Society for Human Resource Management (SHRM)
  – National Association of Colleges & Employers (NACE)
  – CareerOneStop Business Center
Understanding the Benefits

• Pipeline for talent
• Brand awareness of college campuses
• Support for your current employees
• Increase diversity within organization
Conduct Needs Analysis

- **Who?**
  - Ensure buy-in at all levels
- **What?**
  - Understand what skills sets are needed
- **Where?**
  - Physical space
- **When?**
  - Summer; fall; spring
- **How (Much)?**
  - Understand associated cost
How to Get the Most Out of Working With a University
Employer Benefits

• Employers can bring in talented students to contribute to the organization’s goals and mission.
• Students in your organization provide supplemental support while enhancing the workforce.
• Professionals share their various skills that foster emerging professionals.
• Start to build your recruitment pool for your organization or industry.
• Brand Recognition — exposing students to brands and companies before they begin a job search
Student Benefits

• Applied learning: Students are empowered to put classroom learning into action.
• Prepare to be successful in a specific field.
• Develop a strong resume.
• Create a network of professional contacts for future opportunities and references.
• Find area of strengths as well as areas of improvement.
• Gain knowledge of what a full-time job is like.
Campus Relationships

• Collaborate with faculty on service learning projects, internships and job shadowing.
• Employers can present to classes on various topics to cultivate the student’s professional development.
• Opportunity to interact with students and university stakeholders at on-campus job fairs
• Influence curriculum where internships, practicum and professional development is embedded into certain major requirements
What to do Before an Intern Arrives
• Plan ahead: timelines, training, expectations
• Day One planning: First impressions
• Think like an intern: What do you wish you knew before starting your first job?
• Clarifying rules and expectations early saves time later. Don’t assume anything.
• Resources: Interns may sometimes impede other projects; training and education take time.
Specific Actions

- Set appropriate expectations for everyone involved.
- Put it in writing whenever possible.
- Consider your existing policies – explicit and tacit.
- Check in regularly and give feedback.
How to Get the Most Out of Working with an Intern
• What does your organization hope to achieve from the internship?
• How will the internship advance the student’s knowledge and skills?
• What tasks need accomplished?
• What projects need to be started or revised?
Importance of Structure

• Sequencing and accountability will help
• Who will work with the intern?
• Interns appreciate knowing things upfront
• What will happen at the beginning? At the end?
• Relationship between internships and onboarding
• Role of informal communication
• Emphasis on learning and professionalism
• How will the intern remember his/her experience?
• What needs to be improved... As you go? Afterward?
• How should the intern communicate with you moving forward?
Questions?
For additional resources, visit: www.mbausa.org/internships
Thank you for your interest in the MBA’s Strategies for Successful Internships resource page. For employers seeking candidates, please fill out the form below to contact all four universities in the Erie area - Edinboro, Gannon, Mercyhurst and Penn State Behrend. For specific programs and services, click on the respective university logo to view their additional information and resources.

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