



THE UNIVERSITY OF  
MELBOURNE

Faculty of Science



## Science & Technology Internship Subject

The Science & Technology Internship Subject offers students an opportunity to gain a genuine experience of science and technology-focussed work conducted within a host organisation. In turn, it gives host organisations access to ambitious and enthusiastic students who'll soon be entering the workforce.

An internship enables students to observe the nature of an organisation - its structure, how different components of the organisation interact, how projects and teams are organised to achieve goals, and the different ways that a science background can be applied in the workplace. Students build on their existing skills, with guidance, and are expected to contribute productively to a project or series of activities set up by the organisation for their placement.

“Interns have brought enthusiasm, fresh eyes and eagerness to learn when doing placements in the Climate Resilience team. It is also great being able to help students develop skills that will help them in their careers and see the amount of growth they achieve in a such a short space of time. I would highly recommend organisations hosting an intern. It is a fantastic experience for both intern and host.”

Candace Jordan  
City of Melbourne

### What can organisations expect from an intern?

- **Experience:** Students are usually in the final year of a Bachelor of Science, or in a masters degree. They'll have tertiary experience in science and technology subjects, as well as study outside of science.
- **Preparation:** Students participate in compulsory induction and pre-placement seminars, developing skills in communication and project management.
- **Competence:** Students will be prepared to undertake office-based tasks, such as data entry and literature searches, as well as laboratory and field-based activities as required.
- **Motivation:** Students must find their own placements, with support from the University's Careers & Industry Team, and participate in a selection process prior to subject commencement.
- **Employability:** Students are work-ready and seeking to make an impact. Even for organisations that are unlikely to be recruiting in the immediate future, internship placements offer an opportunity to excite the next generation, increasing the likelihood that high-quality employees will be available going forward.

Find out more: [science.unimelb.edu.au](https://science.unimelb.edu.au)

## What will interns expect of their host organisation?

- An authentic, meaningful workplace experience, specific to the nature of scientific work being undertaken.
- Induction, supervision and mentoring from experienced staff within the organisation. Additional supervision is provided by the Science & Technology Internship Subject Coordinator.
- A safe working environment.
- A brief student evaluation at the conclusion of their internship.

## Important information:



**Duration:** Internships involve a placement of ~100 hours in a single organisation. Students may shadow staff and assist with a range of different activities and/or work on a project, or projects, for the duration of the placement.



**Reimbursement:** Internships are unpaid, and form the core component of a specialised subject that is embedded in the students' curriculum. This meets the requirements of a 'vocational placement' in accordance with the Fair Work Act 2009.



**Insurance:** As the internship is unpaid, Worker's Compensation does not apply. Students are covered comprehensively against accident or injury under the University's student insurance policy. The University maintains Public Liability and Professional Indemnity Insurance that covers any liability of the University and the students in relation to the placement, and host organisations are also expected to maintain appropriate Public Liability insurance.



**Agreements:** A formal agreement will be established between the University and the host organisation, depending on the requirements of the organisation to own intellectual property generated by the student during the internship.



**Occupational Health & Safety:** Host organisations must have a commitment to safe work practices, such as a formal OH&S Plan, and comply with the OH&S Act (VIC) 2004. Any disagreements, incidents or near accidents must be reported promptly to the Science & Technology Internship Subject Coordinator.



**Intellectual Property:** Host organisations continue to own any pre-existing intellectual property made available for use by University staff or students during the course of a placement. Such pre-existing intellectual property is made available for the sole purpose and duration of the placement.



### Contact us: Careers & Industry Team

Faculty of Science

E: [science-industry-internships@unimelb.edu.au](mailto:science-industry-internships@unimelb.edu.au)