Typical Management Intern Responsibilities

The goal of an internship in management is to apply knowledge acquired in the classroom to real-world situations, as well as gain the skills and experience that is necessary to prepare the student for a successful career in management.

Internship Overview:
Internships are professional experiences that students participate in to gain professional skills and experiences. Internships are structured as learning experiences that combine in-class theory with real-world applications. A valid experience for management majors is an internship or co-op that requires skills and knowledge obtained from College of Business management courses. Positions should be similar to an entry-level position that these students would get out of college.

Specific responsibilities may include:
- Working with experienced store managers to learn about store operations, management responsibilities, merchandising, advertising, inventory, bookkeeping, and human resources
- Routinely supervising workers efficiency and addressing questions
- Resolving problems in paperwork
- Ensuring that procedures are performed correctly
- Advising employees on safety issues, productivity, and damage claims
- Completing employee evaluations

Projects students have done in the past:
- Managed an entire store and team during a shift
- Worked with logistics, human resources, guest experience, sales floor management, and assets protection
- Learned to utilize an organization’s system to effectively distribute manpower and prioritize duties for efficient movement of freight
- Coordinated staff training
- Completed written projects and research topics to improve organization