



Website Benchmarking Internship

The Association for Talent Development's Treasure Valley (ATD-TV) Chapter is seeking learning Human Performance Improvement (HPI) practitioners who want to put their knowledge and skills in evaluation/needs assessment and web design, into practice, by completing a semester-long internship.

TASKS

The Chapter's Board of Directors (all volunteers) operates the ATD-TV Chapter's website (astdboise.org); the Technical Director is in charge of updating information on the website. The Board hopes to use the website more effectively to promote the Chapter activities and recruit/maintain members, and wants to have an intern(s) conduct a benchmarking study to learn from other Chapters' best practices, find areas in the ATD-TV Chapter's website for possible remodeling, and assist in the remodeling process.

To assist the Board in the website benchmarking project, the intern will:

- Conduct a formative evaluation on the current ATD-TV Chapter website, soliciting information from the upstream (e.g., the ATD-TV Chapter's Board of Directors and officers at the ATD-national) and downstream stakeholders (e.g., Chapter members, and non-members who participate in Chapter events)
- Review other ATD Chapters' websites to recognize best practices (benchmarking)
- Provide recommendations for changes on the ATD-TV Chapter website

QUALIFICATIONS AND EXPECTATIONS:

To be able to perform the tasks stated above, the intern will:

- have completed OPWL 530 evaluation and/or OPWL 529 needs assessment
- enroll in 1-2 credits of OPWL 590 Practicum/Internship through the Organizational Performance and Workplace Learning department at Boise State University (this internship is open to all OPWL students and alumni, regardless of their location)
- work closely with the Internship supervisor (Dr. Yonnie Chyung, also the Director of Outreach and Education) and ATD-TV Chapter's Technical Director
- spend a minimum of 3.5 hours/credit per week, and a total of a minimum of 50 hours/credit during the semester; when multiple interns are selected, they will work as a team.
- communicate effectively with the upstream and downstream stakeholders

KNOWLEDGE, SKILLS, AND ATTITUDES:

To complete the internship successfully, the intern should:

- Have effective written and verbal communication skills
- Be able to conduct benchmarking research
- Have sufficient knowledge in website usability
- Have good technical/web design skills
- Adhere to the HPI and evaluation-related professional codes of ethics and standards

TIMEFRAME:

- During the spring 2018 semester or between January 8, 2018 and April 27, 2018.

COMPENSATION:

- The intern receives a 1-year (Year 2018) free membership of the ATD-TV Chapter (An intern who resides outside the Treasure Valley area can still have access to the recorded monthly programs posted on the ATD-TV Chapter website).