

A brief guide to organising internships for foreign students

WHAT IS AN INTERNSHIP?

An internship can provide an important experience of using knowledge, skills and approaches, which have been acquired during theoretic studies, in a real work environment. Internships include guidance from a mentor, specific goals and tasks.

Internships play a vital role in preparing future specialists for success at work and on the labour market. During internships, interns gain practical professional competencies. Individual counselling of the intern and providing feedback on the internship are also important, both for the intern and the education establishment.

“A great internship experience can occur only through cooperation of the intern, education establishment and company; skilful and attentive mentoring helps motivated intern set and achieve goals”

Anneli Entson, Education Adviser

HOW DOES A FOREIGN INTERN BENEFIT THE COMPANY?

A foreign intern can have a positive impact in your company on multiple levels, incl. enriching diversity and improving the company's international competitiveness. Other positive aspects include:

- + Knowledge of foreign markets and other cultures
- + Creativity and different ways of thinking
- + Potential talent and would-be employees
- + Motivation and flexibility

Additionally, the decision to acquire higher education abroad often means that the person is great with change, proactive, courageous and open. Oftentimes, students want to stay in Estonia for a lengthy period and can, therefore, be interested in a more stable work relationship.

SET AN EXAMPLE!

Involving foreign interns can be a complicated and time-consuming activity the first time around, but it is definitely worth the effort. Other companies have already experienced this for themselves and most of them never look back.

“Foreign interns are highly valuable to us as we cannot manage with just local interns. Every year, Ericsson Estonia takes on about 50 students as interns”

Katri Kuuse, Head of Human Resources at Ericsson Estonia

YOU CAN FIND MORE ON SUCCESS STORIES HERE:
tööandjad.ee/algatused/praktika

3 tips for planning a successful internship

1.

GET ACQUAINTED WITH INTERNSHIP GUIDELINES, TO ENSURE THE BEST INTERNSHIP PLACE

The Estonian Employers' Confederation has compiled various materials that help companies prepare for working with interns. Important topics include:

- + Internship contract and employment contract
- + Internship reimbursement
- + Duration of an internship
- + Internship guidance

2.

CHOOSE THE BEST OPTION FOR RECRUITING INTERNS TO YOUR COMPANY

One of the advantages of recruiting interns is that the selection of talents is very wide. Companies have the chance to involve people who are already in Estonia, as well as those abroad. The main ways of recruiting foreign interns are the following:

A foreign student who is studying at an Estonian university and will work in Estonia

- a) the foreign student lives in Estonia on the basis of a residence permit for studying
- b) the foreign student is in Estonia on a visa

Students from universities abroad who come to Estonia for an internship

- a) the foreign student will come do the internship on the basis of a residence permit for studying
- b) the foreign student will come do the internship on the basis of a temporary residence permit (temporary grounds for residence)

People who come to Estonia via volunteering programmes

3.

FIND A SUITABLE FOREIGN INTERN FOR YOUR COMPANY BY...

- a) **Publishing internship offers.** Advertisements can be posted just like job adverts on various employment websites. Additionally, there are several options for posting internship offers free of charge (e.g. workinestonia.com)
- b) **Cooperating with universities.** Estonian universities have an internship coordinator, who can help find internship candidates in specific fields, in virtually every institute. Contact information of internship coordinators: tooandjad.ee/algatused/praktika
- c) **Through professional associations.** Contact information of professional associations; websites of companies that are members of those associations: eesti.ee/est/kontaktid/erialaliidud_1