

ARKANSAS FARM BUREAU FEDERATION

Internship Guidelines

Arkansas Farm Bureau Federation (The Company) has established an Internship Program for students enrolled in an accredited Arkansas University/College and who are pursuing an education in agriculture or agriculture related field. The intent of the program is to provide a “hands on” work experience to students that will increase their understanding and knowledge of agriculture and the function/purpose of Arkansas Farm Bureau Federation.

ELIGIBILITY

Students requesting consideration for an internship position must meet the following eligibility requirements:

- Actively enrolled in an accredited Arkansas University/College
- Entering Junior or Senior level student status
- Pursuing a degree in agriculture or agriculture related field
- Grade Point Average (GPA) of 2.5 or better
- Valid Driver’s license with an acceptable driving record
- Receive clearance on Criminal Background/Felony screening

Interns must be able to:

- Report/Work in the Farm Bureau Center located in Little Rock
- Work at least 10 - 12 continuous weeks during the period of May - August
- Travel, including some over night and out of state travel
- Communicate proficiently, oral and written
- Present self in professional/business manner

For consideration, Interns must submit the following items:

- Resume
- Transcript
- Letter(s) of Recommendation

The Company reserves and maintains the right to be the authoritative decision maker in all aspects of the Internship Program. The Company expressly retains the right to terminate its intern(s) and/or the internship program, at any time with or without cause.

Adopted 02/01/07