



# VI ERI/Mitacs Business Strategy Internship Challenge/Opportunity Submission Form

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Organizations interested in submitting a proposal to be considered for VI ERI funding must complete this form in full and submit it to the program for consideration.

## Organization Information

In order to post this opportunity for the VIU MBA Students to view on our online posting board, organizations must have an active account in our CareerVIU portal. If you have an account in the CareerVIU system you are only required to complete the following contact information fields before proceeding with the submission details fields below.

Date: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Job Title: \_\_\_\_\_

Contact email: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Organizations and/or contacts that do not currently have an account in the Vancouver Island University [CareerVIU](#) online portal will be required to create an account in the system prior to their submitted challenge/opportunity being posted in the system for MBA student review. Accounts can be created by going to [CareerVIU Employer Registration](#).

If preferred the VIU MBA Experiential Learning Assistant can create your account for you. If you would like to have the account created on your behalf, **please complete the following required fields.**

I hereby give permission to the Vancouver Island University Centre for Experiential Learning to create a user account on my behalf in their online [CareerVIU](#) portal and to post submitted opportunity postings on my behalf.

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Organization Webpage: \_\_\_\_\_

**Please note that permission to create an account on behalf must be received form the email that will be used in account creation.** Once you account has been created, your username (login ID) and temporary password will be sent to the email provided in this form. Please remember to change your ID the first time you login to your CareerVIU user account.

## Challenge/Opportunity Information

The following information will be used to determine eligibility for the VI ERI/Mitacs BSI program. Please complete all fields in full with as much detail as possible to clearly communicate the challenge/opportunity to the VIU MBA Internship team who will be reviewing the submissions. The nature of the position should be designed to help the SME restore or modify business operations in the new economic environment and should require MBA level skills.

Organization has less than 500 employees:

Yes    No

Organization agrees to a fully remote-work internship:

Yes    No

Organization is able to provide quality mentorship to the student throughout the internship:

Yes    No

Internship Semester Desired:

Challenge/Opportunity Focus:

If "Other" is selected, please enter focus name here

Position Title: \_\_\_\_\_

Provide a description and objectives of the project. Include the kinds of question(s) you may be addressing and include a description of all the anticipated project activities.:

Key Skills/Qualifications Required - Please be specific \*:

## Hiring Process

Completed submission forms should be emailed to [MBASIntern@viu.ca](mailto:MBASIntern@viu.ca).

Received submissions will be reviewed by the VIU MBA Internship Team for eligibility and completeness.

Submissions selected for VI ERI funding will be posted on the online VIU CareerVIU MBA opportunity board for MBA student review and application.

Students will upload applications to the CareerVIU portal which will be emailed to the submitting organization as received.

Organizations will carry out their normal hiring process and will advise the VI ERI team of selected applicants by emailing choices to [MBASIntern@viu.ca](mailto:MBASIntern@viu.ca).

Vancouver Island University will advise organizations of next steps following receipt of successful applicant information.

## Program Details

Information regarding the VI ERI and the Mitacs BSI program can be found at:

[Vancouver Island Economic Resiliency Initiative](#)

### **Acknowledgments**

The Vancouver Island Economic Resiliency Initiative is made possible thanks to the Government of Canada and supporting government offices. A special thank you goes out to VIU and Mitacs for their input and support.



VIU is grateful for the generous contribution from Coast Capital Savings in support of the VIU MBA program and Vancouver Island Economic Resiliency Initiative.