



# Summer 2023 Internship Orientation

NASA Idaho Space Grant Consortium



# What is the Idaho Space Grant Consortium?

- ✦ The Idaho Space Grant Consortium (ISGC) provides unique opportunities to Idaho's students, teachers, researchers, and industry in areas relevant to NASA and its programs. ISGC provides opportunities through:
  - Fellowship funding
  - Internship funding
  - Research opportunities for higher education students and faculty
  - NASA collaborations
  - K-12/Informal Education grants
  - Outreach events and more





# ISGC's Affiliates

## ✦ 26 Affiliates

- University of Idaho (Lead)
- Boise State University
- Center for Space Nuclear Research
- Idaho State University
- Northwest Nazarene University
- The College of Idaho
- College of Eastern Idaho
- College of Southern Idaho
- College of Western Idaho
- Lewis-Clark State University
- North Idaho College
- Brigham Young University-Idaho
- Discovery Center of Idaho
- Palouse Discovery Science Center
- Craters of the Moon National Monument and Preserve
- Idaho Academy of Science and Engineering
- Eastern Idaho Engineering Council
- Bruneau Dunes Observatory
- Idaho Museum of Natural History
- Idaho Division of Aeronautics
- Idaho Department of Education
- Idaho National Laboratory
- Idaho Science Teachers' Association
- Idaho Out-of-School Network
- Idaho STEM Action Center
- Idaho Commission for Libraries



# Purpose of Today's Meeting

## ✦ Purpose

- Introduce yourselves to ISGC and other interns
- Outline internship processes, expectations and requirements
- Provide insight into what makes an intern successful
- Answer your questions

## ✦ Why are we doing this?

- We want to see you succeed
- You are Idaho and NASA ambassadors





# Introductions

- ISGC Staff
- Interns



# Getting paid!

## ✦ Two installments

- The first installment is working its way through the University of Idaho's various offices (assuming you have turned in your paperwork).
- The second installment **cannot be processed** until ISGC has received your internship final report. Find the report link and other forms here: <https://www.idahospacegrant.org/student-forms>
- Once your paperwork is in, it takes about two weeks to get payments direct deposited. This applies to both the first and second installment.



## Taxes

*Please note: It is up to you (and/or your tax professional) to decide how to report your internship stipend to the IRS. ISGC cannot offer any tax preparation advice but you may be eligible for free tax help through government programs or your university.*

***Non – UI Students:*** *the IRS views your work with NASA as an educational learning experience. Rather than funding your internship, we are reimbursing you for your living expenses during your internship with NASA. Therefore, the money you receive will not be reported to the IRS as income. This means that the University of Idaho will not be preparing a 1099 tax document for NASA internship travel related expenses. **Non-UI Students are responsible to report the payment to their home institution student financial aid office.***

***UI Students:*** *Due to the nature of the program – providing a learning experience for students – the IRS does not consider your internship living expense reimbursement as 1099 reportable. UI student NASA internship travel expenses should be paid through the student resource process and will be included with your 1098T Form. Also, for UI students any excess education credit may be considered taxable income and will be reported.*



# Internship Success Tips







# Get to know NASA

## ✦ NASA Background Information

- NASA Centers: <https://www.nasa.gov/about/sites/index.html>
- NASA 2022 Strategic Plan: [https://www.nasa.gov/sites/default/files/atoms/files/fy\\_22\\_strategic\\_plan.pdf](https://www.nasa.gov/sites/default/files/atoms/files/fy_22_strategic_plan.pdf)
- NASA missions and stories: <https://www.nasa.gov/>
- NASA benefits: <https://www.nasa.gov/topics/benefits/index.html>



## Qualities that enable intern success

- ✦ Tenacity, grit—a **willingness and openness to learn new things** and the ability to **work in multi-disciplinary teams**.
- ✦ **Building things with their hands** and **willing to learn**.
- ✦ **Enthusiasm and willingness to learn (anything and everything)** would be the first two qualities. Next would be to **participate in and take advantage of all activities and offerings**. The internship is more than the technical project; it's the networking, creating life-long relations, and **taking full advantage of the opportunity**. And most of all, a **good attitude!**
- ✦ Independent student who **isn't afraid to make mistakes and ask questions** if things are unknown or unclear
- ✦ A student who **utilizes, and grow, their network** to learn more and further their research project. As part of that, the students who do best tend to be those who are more **social and interactive** within the group.
- ✦ **Timeliness:** Knowing deadlines and working to complete task early to allow for ample time for review and feedback.



## Qualities that enable intern success

- ✦ Qualities sought after: **Willingness, professionalism, appreciativeness, helpfulness**
- ✦ Qualities that make interns stand out: **Leadership, autonomy**, those who **make progress** of their project their priority
- ✦ *“...Yes, we do advise interns to consider this as a 10 or 16 week interview and treat it as such. A successful intern is **continually learning and taking on the challenges**. Many interns at JSC have not had exposure or experience with technical skill sets required (i.e. programming languages, lab skills, testing, design) but **take upon themselves to learn with the resources available**. Sometimes on their own time. One trait I see with the best interns is the **ability to communicate**.”*



## Qualities that *derail* intern success

- Not willing to learn.
- Tardiness and inconsistent schedules. Both for safety and project progress, it is good to know when and where to expect an intern be at a given time.
- Overly social
- Strongly anti-social
- Inability to resolve solvable problems



# Suggestions and Requests

## ✦ ISGC suggestions for success

- Build your network – not just during work hours
- Find out more about what the researchers are doing – can you help connect them to relevant faculty at your school?
- Work hard – but don't be afraid to have fun
- Be teachable

## ✦ Our requests

- Be an ambassador when you return
- Provide feedback to ISGC on good mentors and bad mentors
- Provide feedback on the program – good and bad
- Take pictures (if allowed) and include them in your internship report which can be found at <https://www.idahospacegrant.org/student-forms> or if you have items to share after your report has been received, there are other forms available on the student forms page to upload pictures, presentations, and highlights, etc.



Questions from you?



## Need to contact us?

- ✦ NASA Idaho Space Grant Consortium
  - ✦ Web: [www.idahospacegrant.org](http://www.idahospacegrant.org)
  - ✦ Facebook: <https://www.facebook.com/NASAIISGC>
  - ✦ Instagram: @NASAIISGC <https://www.instagram.com/nasaisgc/>
  - ✦ LinkedIn: <https://www.linkedin.com/company/nasa-idaho-space-grant-consortium/>
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