

# 2012 Nordstrom Corporate Internship Program

## **Overview**

The Nordstrom Corporate Internship program was designed to provide meaningful professional experiences for college juniors and seniors working toward a professional career in a corporate environment in the retail industry. The program will assist us in building a bench of talent that is well suited for future employment with Nordstrom.

Areas within the corporate setting that could benefit from the intern experience may include:

- Finance and Accounting
- Information Technology
- Human Resources
- Credit
- Nordstrom Product Group
- Operations
- Marketing
- Direct

## **The Intern Experience**

- Nine-ten weeks in your department gaining hands-on, meaningful work experience
- Full participation in all program activities which will include several significant events (requiring approximately 15% time away from the department – Program Events listed below)
- Exposure to many aspects of our business, both corporate and retail, while meeting several key leaders in the company
- Opportunity to gain first-hand insight about our culture which will prepare the intern to consider Nordstrom for a career after graduation

## **Assignment Guidelines**

Management should strive for the following outcomes in establishing an intern role, recruiting candidates and screening prospective finalists:

- Work should be professional in nature and appropriately challenging
- An intern should only be hired when a structured plan for their time with us is devised in advance of his/her arrival

## **Compensation and Cost**

- Interns will be paid a rate of \$18.50 per hour on a 40-hour work-week basis, representing a blended average of entry level pay for all roles (approx 7000-7500 total cost).
- \$125 per intern to cover program costs such as the following:  
Coffee service at New Hire Orientation, Transportation for ½ day NQC & Rack tour  
Catered lunch at graduation ceremony

**Program Timeline (specific dates to follow)**

- Recruiting process begins: **December 1<sup>st</sup> (job posting date)**
- Interviews will be conducted between **December – February, 2012** (students often secure internships while home for the holidays or spring break)
- Program Review Meeting: **February and May, 2012**
- Selection process will be completed by **March, 2012**
- First day working in department: **June, 2012**
- Graduation Date: **August, 2012**

**Program Events (Complete Program Calendar Coming Spring 2012)**

- New Hire Orientation
- Corporate Speaker Days
- NQC and Rack Tour (1/2 day)
- Anniversary Sale
- Internship Graduation Event