

**Date**

Tuesday, November 4, 2014

Time

9:00am - 12:00pm

Place

Dining Room A, 6th floor
Madison Building
Library of Congress
101 Independence Ave.
Washington, DC 20540

Metro/Directions

Capitol South
(Orange & Blue Lines)

Sponsor

FEDLINK Education
Working Group

Information

Please call (202) 707-4813
TTY (202) 707-4995
Request ADA
Accommodations five
business days in advance at
ADA@loc.gov.

Registration

This program is FREE, but
[registration](#) is required.
Webcasting will be available.

Cancellations

Please notify FEDLINK at
(202) 707-4813 if you cannot
attend to allow those on the
waiting list an opportunity to
register.

Building a Federal Library Internship Program in Your Agency

Establishing a practical work experience for federal library interns benefits both the agency and students looking for practical work experience. While developing a federal intern program can be challenging, there are options and examples available from a variety of federal agencies. With an understanding of what rules and regulations you need to follow the rules and a combination of new ideas and approaches, your library can create and benefit from rewarding professional development opportunities for future librarians.

Join your colleagues for a morning discussion of the basic regulations, best practices from current intern programs, and innovation in designing a program that will work best with your organization.

Agenda

9:30-10:15	Session 1—Legal Aspects of an Intern Program—Meg Williams (LC)
10:15-10:45	Session 2—Tricks and Tips on Running an Intern Program—Bridget Gilhool and Jennifer McMahan (Justice)
10:45-11:00	Break
11:00 – 11:30	Session 3 -- Volunteer Work Experience Programs for Individuals with Disabilities—Erik Eldritch (LC)
11:30-12:00	Session 4—Virtual Interns - Nancy Faget (Army Research Library)