

# Learning Roadmap for CCD Interns

UConn Center for Career Development

CCD Intern: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

CCD Interns and supervisors are to discuss and respond to the following questions. **Neatly print or type responses below and sign the completed document.**

1. Description of internship project area (What projects will the intern be doing over the next academic year?)

---

---

---

---

2. Supervisor expectations (What skills, qualities, and/or habits does the supervisor expect from the student?)

---

---

---

---

3. What skill or quality does the intern want to further develop? What steps will be taken to achieve this?

---

---

---

---

4. Supervisor goals (What does the supervisor want the intern to accomplish?)

---

---

---

---

5. State how the supervisor will ensure mentoring and learning occurs (i.e. bi-weekly check-ins, specific training):

---

---

---

---

## CCD Intern Program Learning Roadmap

(Fill in a minimum of 2 boxes in each category)

Objectives	Means to Accomplish Objectives	How will you be Evaluated?
<b><i>TRANSFERABLE SKILL OBJECTIVES</i></b> – List skills you hope to gain through your internship experience. These can be soft skills, personal skills, or specific professional skills.		
<b><i>PERSONAL DEVELOPMENT OBJECTIVES</i></b> – Think about goals that will further your personal growth. Though these could be work-related or academic, they also should be related to your professional aspirations.		
<b><i>CAREER DEVELOPMENT OBJECTIVES</i></b> – It is important to learn more about the field you are potentially interested in pursuing. Think about what you need to improve to be successful in that field in the future.		

---

Intern Signature and Date Supervisor Signature and Date

Return completed forms by the 3<sup>rd</sup> Friday of September: [Jennifer.grunwald@uconn.edu](mailto:Jennifer.grunwald@uconn.edu) or copy of form can be delivered and left in mailbox