



Tree House Ventures, LLC Internship Opportunity

Category: Internship – Spring

Status: Unpaid

Description: Research Assistant

Location: Virtual

Tree House Ventures, LLC (THV), located in Alexandria, VA, provides an unpaid internship opportunity for individuals to gain experience conducting research, such as literature reviews, market assessments, and technology reviews involving a variety of market sectors. The opportunity can help an individual learn from firsthand experience researching and analyzing information, presenting findings, and participating in solutions development activities. Networking can be a bonus. There is no promise of class credit for a THV internship unless the student arranges that on their own. This is a great opportunity for GrowME students.

What We Do

Through its Purpose United® brand THV assists organizations innovate, grow and create value. THV helps clients recognize opportunities and use entrepreneurial principles to organize, create and grow a venture to make an impact. From recognizing a great idea to expanding existing services, we coach and mentor on topics every entrepreneur faces, especially in the early stages of launching a venture, and we help managers improve performance. THV interns may participate by researching markets, technologies, best practices, and trends across a variety of markets or industries. THV interns may also attend meetings with external organizations virtually and participate in solution development activities to address a problem/challenge.

Internship Assignments

THV interns propose a plan of action and milestones for their projects and receive guidance and templates to summarize activities and results. Interns may work in teams. Interns are expected to accomplish intern projects under guidance provided by the THV Managing Director. Interns may propose a project that's of interest to them. Interns work remotely. THV Spring internships are usually 6-8 weeks in duration and may be customized to adjust to a student's schedule. Interns are not THV employees. Interns generally spend 20 hours per week or less on projects during a THV internship and may collaborate in teams. Opportunities may arise for THV interns to coordinate with other organizations or attend events to broaden the intern experience. In some cases, those organizations may provide feedback about an intern's project.

Intern Responsibilities *(subject to change)*

- Develop plans of action and milestones relating to proposed internship projects;
- Conduct industry assessments and sector market assessments relating to such areas as education, energy, food/agriculture, emerging technologies, healthcare, transportation/logistics and/or a market that holds special interest to the intern;
- Research grant/assistance opportunities relating to sector markets, STEM, or other areas;
- Assist in evaluating market opportunities, technologies (e.g., AI/ML), business plans, and customer/user behaviors relating to for-profit and non-profit organizations;



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- Gather information, analyze data, and submit meeting notes or assessment information in prescribed formats;
- Examine entrepreneurial principles to organize, create value, and innovate;
- Document and communicate research findings (templates may be provided);
- Propose and develop solutions to problems/challenges (e.g., prototypes, mock-ups, landing pages, marketing material);
- Attend virtual meetings with the THV Managing Director at scheduled times;
- Deliver weekly activity reports and a written reflection report (< 2 pages) to THV at the end of the internship discussing what you learned, what you liked most, and areas you might like to research further.
- Travel is not required or anticipated. All transportation, lodging, and office expenses, if any, incurred by an intern will be at the intern's own expense.

Qualifications

Ideal candidates for THV internships are self-motivated and well-organized; interested in a STEM-related subject, AI, economics, or business; have a passion for helping people/communities; or demonstrate an interest in applying skills in areas that align with THV interest areas. All THV internships require solid writing skills and the ability to communicate clearly and concisely. Ideal candidates also have exceptional interpersonal and analytical skills, and/or experience organizing and completing assignments effectively and on time. Technical skills are desirable.

Prior to internship selection, an interview will be conducted with the intern candidate. The interview provides an opportunity to ask questions and share additional information before making a commitment.

Internship Agreement and Fee: If selected, a THV Internship Agreement will be included in a THV Internship Selection Letter. To ensure we can provide the best possible experience for our interns, we kindly request an internship fee of \$850 payable by Venmo, Paypal, Zelle, or Check not later than the end of the first week of the internship. This fee helps cover essential expenses and support services.

Additional Information

Interns that successfully complete a THV internship receive a certificate from THV recognizing their accomplishment. Additional information about THV is available at [Purpose United \(thvpartners.com\)](https://thvpartners.com).

Point of Contact

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