



## Tree House Ventures, LLC Internship Opportunity

**Category:** Internship

**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 highly motivated students.

### What We Do

Through its Purpose United® brand THV assists organizations innovate, grow and create value. THV core values are integrity, innovation, and mutual accountability for results. A THV internship is an active learning environment for students curious to learn from first-hand experience researching and analyzing information, applying business and/or innovation principles, and presenting findings effectively to support value creation and due diligence activities. Interns are expected to accomplish projects under guidance of an Intern Mentor.

### Intern Project Tracks

THV interns may choose from two project tracks depending on THV requirements and an intern's interests, skills and ability:

- **Research & Analysis:** intern projects focus on research and analysis of U.S. and global sector markets, technology businesses, technology reviews, and competitive market analysis to assess market opportunities, risks, and potential impacts of technologies using Purpose United® tools and methods.
- **Research & Development:** intern projects focus on research, development, test, and evaluation of a proposed solution (e.g. MVP, prototype, mock-up, storyboard, etc) to address a problem/challenge using Purpose United® tools and methods. This track has a less structure reflecting the nature of pursuing innovation opportunities.

Interns propose a plan of action and milestones for their project and receive guidance and templates to summarize activities and results. In some cases, intern projects include a blend of activities from two tracks. Interns are expected to accomplish intern projects under guidance of a THV Intern Mentor. Interns work remotely. THV internships may be 14 weeks in duration or 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.



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### **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;
- 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 be paid by Venmo, Paypal, 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).



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### **Point of Contact**

Drew Bewick, Managing Director, Tree House Ventures, LLC at [drew.bewick@thvpartners.com](mailto:drew.bewick@thvpartners.com).

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