

**Beckley-Raleigh County Chamber of Commerce
Memo of Understanding with Concord University**

Concord University (CU) has created an Internship Initiative to assist students in finding opportunities to gain valuable knowledge and real-world employment experience. These customized internships will be based on needs of the affiliate organization(s) (affiliate) as members of the Beckley-Raleigh County Chamber of Commerce (BRCCOC).

Participant Consent and Concord University Agreement

The undersigned organizations and their affiliate(s) agree to partner in an effort to create an Internship Initiative (Initiative) available to the student population of Concord University and agree to the following parameters:

1. BRCCOC agrees to promote the Initiative among its affiliates through direct contact and promotional efforts and may identify CU as a participating organization in its marketing, online, programs, and other materials.
2. Concord University agrees to distribute BRCCOC promotional materials among its student population as CU officials deem appropriate. Neither the BRCCOC nor CU will represent themselves as authorized administrative agents of one another's organizational structure nor will either make decisions based on actions that would supersede the administrative duties and responsibilities of the other.
3. All promotional materials developed and distributed by CU and the BRCCOC will be used to enhance the Initiative's mission of providing employment opportunities and knowledge to students. The BRCCOC affiliate(s) will make contact with CU students through an established application and screening process that involves team members from both the BRCCOC and CU.
4. BRCCOC and CU reserve the right to make recommendations for participants based on qualifications of the student(s) in relation to requirements outlined by the affiliate. Should unresolvable or unforeseeable circumstances arise between participating student(s), employer(s), signature organization(s), or combination thereof, one or more of the participant(s) may petition for dissolution of the agreement and an alternate Initiative agreement may be reviewed.
5. Students will be paid during the Initiative participation and perform meaningful tasks designed to provide knowledge of the affiliate industry. Employers will not utilize the student(s) to perform duties or tasks outside the requirements set forth and agreed upon by the BRCCOC, CU, and the affiliate.
6. Employment is not guaranteed as a result of participation in the Initiative and such representation will not be made by either party. No fee will be required to participate in the Initiative nor will reimbursements be made to student(s) as a result of their pre-established duties.

Concord University

By: Kendra Boggess

Name: Kendra Boggess

Title: President

Date: 9/22/2020

Beckley-Raleigh County Chamber of Commerce

By: Michelle Rotellini

Name: Michelle Rotellini

Title: President

Date: 9/23/20