HRM Fellowship Program Student Overview

This HRM fellowship program consists of the School of Hotel and Restaurant Management partnering with hospitality employers to provide HRM students who have 2-3 academic years before graduation a paid opportunity to work 3 terms. The student will progressively develop company knowledge, depth in skills sets and leadership/ supervisory learning. This program will help to create your professional portfolio. The goal is to provide employers the opportunity to groom selected participants for a supervisory/management position fulltime and for graduates to obtain fulltime career employment.

Minimum Qualifications

- Degree seeking HRM major only
- Paid a reasonable hourly wage
- 3.0 GPA based on unofficial transcript
- Fellowship only with participating employers
- Selections based on application w/ interview process by HRM committee & employer involved.
- 3 terms, each at various credit levels with additional online classes based on student need.
- May require an additional class during regular semesters or summers to graduate within 4 years

Structure

The employer decides on the structure of the internship sequence. Options include, but are not limited to:

- Rotation among different brands within a company
- Rotation among different departments within a single brand of a company
- In-depth, multi-semester experience within a single department at one specific location or at various locations within a company

NAU provides a course plan that allows the student to complete their degree program within 4 years. Keep in mind this may involve additional online and/or summer courses for participating students.

Selection Process

Students apply for consideration and HRM determines which students are eligible. The applicant must have 2-3 academic years before graduation and at least a 3.0 GPA. Each applicant submits a completed application, a resume and a faculty reference, along with a one page essay. The HRM committee will verify eligibility, screen the applicant and check their reference. Employers then have the opportunity to interview those eligible students & make the final selection for their fellows.

Fellow Requirements

First Term Fellow:

- Complete employer’s intern/new employee program – orientation, manual, handbook, classes, training, etc.
- Exposure to and learning in one specific position
- A term project as defined by the participating employer
- Mentorship with designated person within employer organization
- Bb-Learn online learning activities w/ fellowship coordinator
Second Term Fellow:
- Exposure to and learning in cross-training of positions
- A term project as defined by the participating employer
- Mentorship with designated person within employer organization
- Bb-Learn online learning activities w/ fellowship coordinator

Third Term Fellow:
- Exposure to and learning in supervisory/management positions
- A term project as defined by the participating employer
- Mentorship with designated person within employer organization
- Bb-Learn online learning activities w/ fellowship coordinator

Several companies committed to this program…
1. Aramark – Parks and Destinations division throughout U.S.
2. Marriott –
   - JW Marriott @ Desert Ridge Resort in North Phoenix
   - Renaissance by Marriott Hotel in downtown Phoenix
3. Enchantment Resort & Mii Amo Spa – Sedona, Arizona
4. Pappas Restaurants – various locations

Opt-out Process

- For Employer - state in writing why the Fellow is being let go and submit to Fellow coordinator
- For Fellow student – state in writing why Fellow will no longer participate and submit to Fellow coordinator
- For NAU – HRM notifies Fellow student no longer meets minimum eligibility requirements

For more information, please contact:

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School of Hotel & Restaurant Management
Fellowship Application

Please fill out the following information (type or PRINT). Applications and supporting materials are to be submitted to HRM Front Desk. For additional information contact Suzanne.Siler@nau.edu.

Name: ____________________________  Student ID #: __________________

NAU e-mail: ______________________  Contact phone: _________________

Address: __________________________

NAU GPA: _______________ (must be at least 3.0 or higher)

School of Hotel & Restaurant Management faculty written recommendation by whom:

____________________________________________________________________

(Be sure to provide this in writing)

Do you have 2-3 academic years before graduation? __________

Are you committed to three fellowship terms during your college career? ______

Is there a particular company you are interested in doing the fellowship with? If so, whom?

Company name______________________________________

Please attach the following…

1. Your resume
2. A one page essay (typed) on the qualities you possess that will allow you to be successful in this position and why you should be selected.
3. Your unofficial transcript
4. Written faculty recommendation

I have read the attached HRM Fellowship Program description including the requirements to participate in the program and understand that I will not be eligible to participate in the HRM Fellowship Program if I no longer meet the program requirements.

Signed: ____________________________  Date: _________________

Date Received by Front Desk __________________________