



DAIRYLAND POWER
COOPERATIVE

A Touchstone Energy® Cooperative 

engineering internship program

2024



PURPOSE

Dairyland Power Cooperative offers internships in an effort to provide college students the opportunity to apply traditional academic classroom learning to real-world, hands-on learning experience. This is a structured program where Engineering students are paired with a mentor/supervisor and assigned a meaningful project that impacts Dairyland's mission, vision, and value. Students will be given the opportunity to collaborate with their mentor along with peers within their departments and across Dairyland. At the end of the internship program, their mentor/supervisor will provide an evaluation and give constructive feedback that the Intern can use to shape their educational future.

Dairyland strongly believes that internships are an important tool in recruiting, developing and retaining innovative people in the electric utility industry. Dairyland will benefit from having real work performed by the interns and help create a workforce pool to meet the needs of today and the future.

ENGINEERING INTERNSHIP PROGRAM SCOPE

The Engineering Internship Program (EIP) involves hiring college students to work in different functional areas within the organization. These employees may have limited professional job exposure and for many this may be their first job. Interns are limited to the total amount of hours they can work during a calendar year as described in the section below. Internships may lead to regular employment within Dairyland after graduation. There is no guarantee of employment.

ELIGIBILITY

Students who wish to qualify for Dairyland's EIP must meet the following criteria:

1. Must be sophomore, junior or senior standing and be enrolled in a four-year degree program
2. Must have a current cumulative grade point average (GPA) of 2.75 or higher
(Student must submit copy of last grade report with cumulative GPA)
3. Must be able to provide an updated transcript

Tell us about the experience you gained from your internship and how it has helped you grow your knowledge.

I learned what engineering entailed in the power industry and just general knowledge about the industry. These experiences have led me to understand just how complicated and important the power industry is. Before this internship, I took for granted using electricity every day, and afterward, I really appreciated all the work people do in this industry and how much time and effort is put in just so people have the ability to use electricity anytime they need.

— Isaac Stuessel, 2023 Electrical Engineering Intern

RECRUITMENT OF INTERNS

Human Resources Business Partner (HRBP) is responsible for posting open internship positions at various colleges. Once hiring manager (HM) completes the selection process and chooses three (3) to six (6) student applicants, the HRBP will assist in setting up interviews and work with HM on developing an interview guide and navigating the selection process.

COMPENSATION

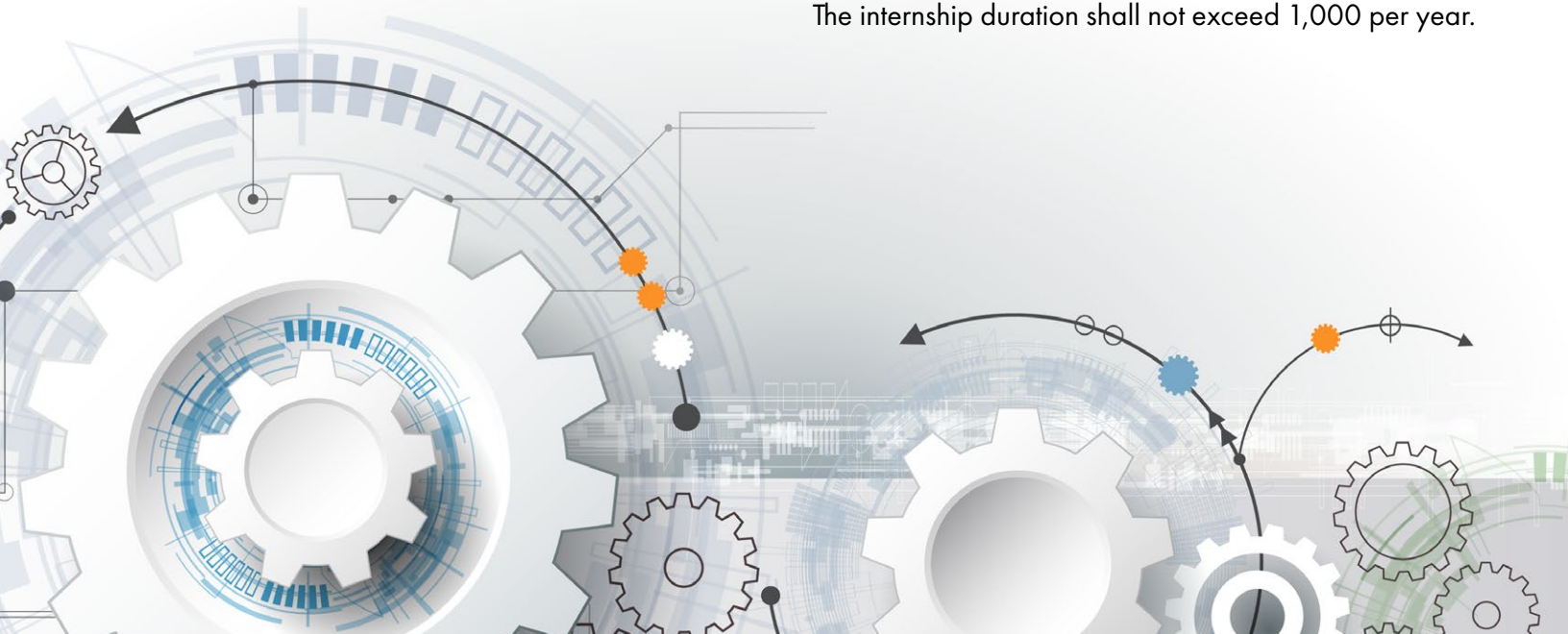
The hourly rate an intern employee receives is determined by our Total Rewards team and will be focused upon market rate conditions and is increased based on the number of years the intern employee has worked for Dairyland. Subject to change each year.

REQUIREMENTS

1. Intern employees are required to complete any assigned on-boarding process including but not limited to compliance requirements.
2. Intern employees are expected to complete an exit interview with HRBP upon completion of the internship program.

TIME PERIOD OF INTERNSHIP PROGRAM

The length of the internship varies based on the student's school schedule and the organization's needs. The internship duration shall not exceed 1,000 per year.



HOUSING, TRANSPORTATION, AND MEAL ALLOWANCE

All applicable allowances will be subject to the appropriate State and Federal withholdings and taxes.

1. A \$500.00 bi-weekly housing allowance will be paid to intern employee to help offset living expenses. In order to be eligible, the intern employee must meet the following criteria:
 - a. Must be an eligible EIP hire at Dairyland Power Cooperative.
 - b. The duration of internship must be for a minimum of sixty (60) days or work a minimum of three hundred twenty (320) hours.
 - c. The distance from the intern employee's previous residence must be at least thirty (30) miles or greater from the assigned primary work location.
 - d. Must provide proof of new communication address; proof cannot reflect a permanent address
 - i. Examples are signed temporary lease, hoteling agreement, or other similar documentation showing a new residence.
2. A \$100 bi-weekly transportation allowance will be paid to an intern employee who resides greater than (30) miles from the assigned primary work location, WI for those that choose to commute the distance.
3. A \$80.00 bi-weekly meal allowance credit for the Riverside Café will be available for intern employee, Monday through Friday, to use towards a hearty breakfast and/or lunch. Intern employees must redeem meal allowance credit in the Riverside Café. Credit(s) are not transferrable and has no cash value.

What made you choose Dairyland for your internship over other companies or organizations?

When I was learning about engineering internship opportunities in the La Crosse area, I talked to many people about Dairyland Power as a company. They all told me great things about its reputation, and that Dairyland has a positive workplace environment. I later had the opportunity to speak with a Dairyland representative at my college's career fair where I learned more about my internship opportunities. I ultimately chose Dairyland because I was looking for a design orientated internship that provided flexibility, decent pay, and a positive environment. Dairyland met all my criteria and more, especially when compared to other internships in the area.

– **Alexander Danielson**, 2023 Engineering Intern, Transmission Design

TRANSITION TO A FULL-TIME POSITION

Intern employees who have successfully completed their education and are interested in full-time employment are eligible to apply for current openings. Applications can be submitted through Dairyland's applicant tracking system (Workday). HRBP can provide direction to intern employees regarding the recruitment process.

A workforce
that is unified every day
to fulfill **Dairyland's Mission**
as a critical services provider
is essential and drives our
People First culture forward.

– **Brent Ridge**, President and Chief Executive Officer

