

From CFI Virtual Orientation | Friday, June 3rd 2022

Tips for Intern Success from Wyatt Jackson

- Ask to share calendars with the entire Admin Team
- Ask for hard deadlines
- Meet regularly with your supervisor
- Don't be afraid to ask for feedback
- Eat lunch together – Learn about your team
- Go on an ask (donor visit)
- Do at least ONE presentation (Board of Directors or Community)
- Learn to read financials and understand them
- Meet with local legislators
- Write a “thank you note” for every situation (handwritten and include your contact information)
- Read through Strategic Plans
- After internship, stay in contact!

WYATT JACKSON
President/CEO
Community Foundation of Southern Wisconsin
Wyatt@cfsw.org
LinkedIn: <https://www.linkedin.com/in/wyatt-jackson-cfre-b317b95a/>