

# OBA 2025 SUMMER INTERN PROGRAM COMMITMENT FORM

Yes, our bank would like to participate in the OBA Summer Intern Program.  
We have openings for \_\_\_\_\_ intern(s).

CEO NAME \_\_\_\_\_

BANK NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

INDIVIDUAL TO SUPERVISE INTERN \_\_\_\_\_

INTERN SUPERVISOR'S EMAIL \_\_\_\_\_

REQUEST INTERN FROM  OU  OSU  EITHER

In addition to academic excellence and a strong desire to work in the banking industry, please find us a student who possesses the following skills:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CEO SIGNATURE \_\_\_\_\_

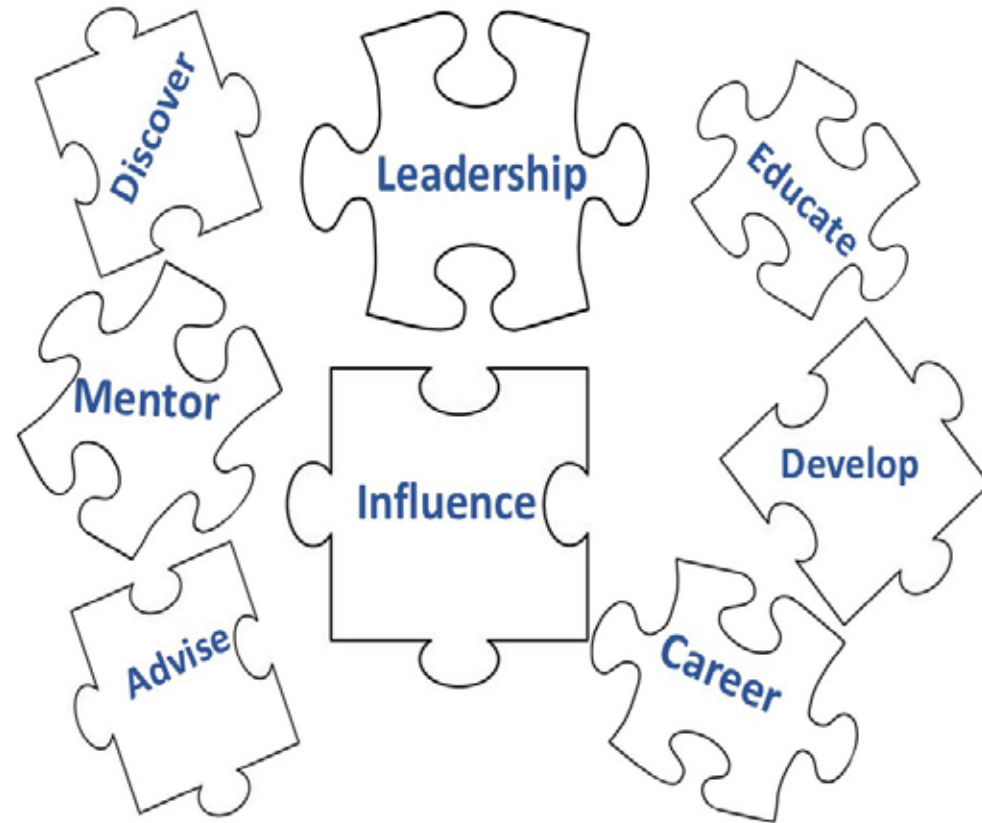
Your OBA contact person will be Janis Reeser. You'll receive more information as the program gets underway. Please return this form to the address below or email Janis at [janis@oba.com](mailto:janis@oba.com).

Intern Program/Janis Reeser  
Oklahoma Bankers Association  
643 NE 41st Street  
Oklahoma City, OK 73105  
[janis@oba.com](mailto:janis@oba.com)

Please return by Feb. 7, 2025.



## 2025 OBA Summer Intern Program



Training today's students to become tomorrow's leaders.



The OBA Summer Intern Program is a project jointly sponsored by the OBA, the Oklahoma State University College of Business Administration and the University of Oklahoma College of Business Administration. The purpose is to provide intensive, practical, training for Oklahoma's most promising students. By working together, Oklahoma's banking and educational institutions can produce strong leaders for our industry and state.

## SELECTION PROCESS

Applications will be distributed to Oklahoma's two major universities in early January, with selection completed by early March. You will be notified as to whom your intern will be by May 1.

## CRITERIA

Applicants must have completed their junior year with no more than two semesters of courses left to be completed on campus, maintained a 2.75 GPA and demonstrated leadership skills with a strong desire to work in the banking industry.

## SALARY

Minimum of \$12 per hour paid by the bank.

## LENGTH OF EMPLOYMENT

The students must receive a minimum of 10 weeks work experience.

## BANK VISITS

After an intern is assigned to your bank, and before finals week, the intern will visit your bank to meet their supervisor and learn employment details. Items to discuss include:

- Beginning and ending employment dates
- Working hours
- Days off
- Wages and other benefits
- Responsibilities

Please keep in mind that the intern becomes part of your staff and should adhere to your bank policies.

## PROGRAM STRUCTURE

Basically, banks can structure the intern program to meet their needs. In the past, participating banks have successfully used two different structures.

- **Rotation Structure**  
This is the preferred method and designed to expose the intern to every area of the bank. Under the plan, the intern may spend two weeks on the teller line, two weeks in bookkeeping, one week in new accounts, two weeks on the proof machine, two weeks in the credit department, etc.
- **Project Structure**  
This is designed to provide the intern with in-depth exposure to two or three areas of the bank via staff-directed projects. It also allows senior level officers to assign projects based on long-term needs.

## BENEFITS TO THE INTERN

The student will gain valuable "real life" experience that cannot be obtained in the classroom. Whichever type of work program the intern is assigned to, they will be able to make a positive contribution to your bank's bottom line and learn vital interpersonal communication skills.

## BENEFITS TO YOUR BANK

In addition to helping a promising and enthusiastic student get a head start on his or her banking career, your bank will benefit by gaining a flexible summer worker. Interns can be given important projects that have been put on hold due to lack of time or personnel or you can rotate them through the bank.

## DEADLINE

Your response form must be received by the OBA by February 7, 2025. Please contact Janis Reeser at [janis@oba.com](mailto:janis@oba.com) if you have special requests for an intern.

Note:

If your bank would like to participate in the selection process, please contact Janis Reeser at 405-424-5252.