

## **Internship Opportunities for students attending Universities or Colleges within Canada**

As a teaching institution the Royal BC Museum offers unpaid internship opportunities to students that have a sponsoring educational institution. The student must be enrolled in courses that have an internship component, and their internship counts was a formal University or College credit for their internship term. Speak to your institution about arranging an internship with the Royal BC Museum.

Sponsoring institutions should be aware that:

1. The institution's signing authority will be required to sign an affiliation agreement outlining the obligations of the parties to ensure the practice education is beneficial to practicum students, the institution and the museum, and to clearly outline the parties' expectations in respect of practice education.
2. All students must complete and sign a consent form to undergo a criminal records check, and security clearance must be received prior to the term of the internship.
3. The practicum student must sign a waiver and release acknowledging that the museum is not responsible for injury sustained by the practicum student, or any future loss of wages related to such injury, while participating in practice education.
4. Insurance:
  - (a) The Institution will, without limiting its liabilities under this Affiliation Agreement and at its own expense, maintain the following types of insurance with insurers licensed to do business in Canada, covering the Institution and the Practicum Student and such insurance must be primary and will not require the sharing of any loss by any insurer of the Museum:
    - (i) Commercial General Liability insurance in the minimum amount of \$5,000,000 per occurrence, and such insurance will include the Museum as additional insured, a cross liability provision, and an endorsement to provide 30 days advance notice to the Museum of material change or cancellation;
    - (ii) Unless 14(a)(iii) applies, where any Practice Education under this Affiliation Agreement involves a Practicum Student enrolled in a Program leading to a degree, diploma or certification in a profession

- (iii) that requires a degree of specialized skills, expertise and knowledge, Professional (Errors and Omissions or Malpractice) Liability insurance in the minimum amount of \$2,000,000 per claim, and such insurance will include an endorsement to provide 30 days advance written notice to the Museum of cancellation.
  - (iv) Where any Practice Education under this Affiliation Agreement involves a Practicum Student providing services which include invasive medical procedures involving puncture or incision of the skin or an insertion of an instrument or injection of foreign material into the body, Professional (Errors and Omissions or Malpractice) Liability insurance in the minimum amount of \$5,000,000 per claim, and such insurance will include an endorsement to provide 30 days advance written notice to the Museum of cancellation.
- (b) The Institution must provide evidence of the required insurance by way of a completed BC Certificate of Insurance on execution of this Affiliation Agreement, annually on renewal of the required insurance policies, and from time to time if requested by the Museum.
- (c) Notwithstanding sections 14(a) and 14(b) above, if the Practicum Student is not an insured under the Institution's insurance policies, the Institution's broker should note this exception on the BC Certificate of Insurance and the Institution will advise the Practicum Student that they are not covered by any policy of liability insurance and will encourage all Practicum Students to maintain such liability insurance as the Practicum Student so wishes to cover his/her own risk.
- (d) The Museum is self-insured with respect to its liability under this Affiliation Agreement and no evidence of insurance will be provided.
- (e) Practicum Students covered under this Affiliation Agreement are not covered by Workers' Compensation coverage maintained by the Museum. If the Institution has not arranged for such benefits for Practicum Students, the Institution will encourage Practicum Students to maintain their own medical or accident insurance, or such other insurance the Practicum Student so wishes, to cover his/her own risk.