



**Nashua Community College**  
**A. A. Communications Degree Program Internship**  
**On-site Supervisor Agreement**

I hereby accept to serve as Intern Supervisor for \_\_\_\_\_  
during the Spring Semester 2020.

This internship will begin the week of January 19, 2021 and end the  
week of May 8, 2021.

I understand my responsibilities as expressed in the Internship documents. I specifically  
understand that I am committing myself to be available for direct supervision as agreed  
upon in this contract.

Date \_\_\_\_\_

\_\_\_\_\_  
Supervisor's Name (Please print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Business/Organization

\_\_\_\_\_  
Site Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/Town

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Email

12.20

## Commitment to Equal Employment Opportunities

Employers who partner with Nashua Community College guarantee that no student shall be discriminated against or excluded from any benefits, activities, or programs on the grounds race, color, religion, national origin, age, sex, disability, genetic information, veteran status, marital status, sexual orientation, political affiliation, or lawful political activity. Employers agree to adhere to Nashua Community College's Non-Discrimination policy.

### NON-DISCRIMINATION POLICY

Nashua Community College does not discriminate in the administration of its admissions and educational programs, activities, or employment practices on the basis of race, color, religion, national or ethnic origin, age, sex, sexual orientation, marital status, disability, gender identity or expression, genetic information, or veteran status. This statement is a reflection of the mission of the Community College System of NH and Nashua Community College and refers to, but is not limited to, the provisions of the following laws: Title VI and VII of the Civil Rights Act of 1964, The Age Discrimination Act of 1967, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1975, Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974, and the NH Law Against Discrimination (RSA 354-A).

The NCC Equity Committee is designated to coordinate compliance with the Non-Discrimination Policy and handles all concerns of discrimination not covered under Title IX.

The following persons have been designated to handle inquiries regarding the Non-Discrimination Policy:

<p><b>Kyle Metcalf, Chairperson</b> NCC Equity Committee Nashua Community College 505 Amherst St. Nashua, NH 03063 <a href="mailto:NCCHREC@ccsnh.edu">NCCHREC@ccsnh.edu</a> (603) 897-9988 <a href="#">Equity Grievance Policy</a></p>	<p><b>Lizbeth Gonzalez</b> Title IX Coordinator Nashua Community College 505 Amherst St. Nashua, NH 03063 <a href="mailto:lgonzalez@ccsnh.edu">lgonzalez@ccsnh.edu</a> (603) 578-8928 <a href="#">Title IX Grievance Policy</a></p>
<p><b>Catherine Barry</b> NCC Human Resources Director Nashua Community College 505 Amherst St. Nashua, NH 03063 <a href="mailto:cbarry@ccsnh.edu">cbarry@ccsnh.edu</a> (603) 578-8900 ext. 1766</p>	<p><b>Jodi Quin</b> Section 504/ADA Coordinator Nashua Community College 505 Amherst St. Nashua, NH 030631 <a href="mailto:jquinn@ccsnh.edu">jquinn@ccsnh.edu</a> (603) 578-8996</p>

Inquiries may also be directed to:

<p><b>Sara A. Sawyer</b> CCSNH Director of Human Resources Community College System of NH 26 College Drive Concord, NH 03301 <a href="mailto:ssawyer@ccsnh.edu">ssawyer@ccsnh.edu</a> (603) 230-3503</p>	<p><b>NH Commission for Human Rights</b> 2 Industrial Park Drive Bldg. One Concord, NH 03301 <a href="mailto:humanrights@nh.gov">humanrights@nh.gov</a> (603) 271-2767 TDD 1-800-735-2964</p>
<p><b>Equal Employment Opportunity Commission Boston Area Office</b> JFK Federal Building 15 New Sudbury Street, Room 475 Boston, MA 02203-0506 <a href="mailto:info@eeoc.gov">info@eeoc.gov</a> 1-800-669-4000 TTY 1-800-669-6820 ASL Video (844) 234-5122 FAX (617) 565-3196</p>	<p><b>Office for Civil Rights, Boston Office US Department of Education</b> 8<sup>th</sup> Floor 5 Post Office Square Boston, MA 02109-3921 <a href="mailto:OCR.Boston@ed.gov">OCR.Boston@ed.gov</a> (617) 289-0111 TTY 1-800-877-8339 FAX (617) 289-0150</p>