

2020



# NCG Internship Program

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## NCG Internships – Real World Application of Cross-Industry Skills

Northcross Group (NCG) helps companies take on some of the toughest business challenges with a focus on empowering an organization's people and building sustainable programs. We work in highly regulated industries helping drive growth, maturing operational capabilities, and ensuring conformance with requirements.

NCG leverages technology with expertise in management and industry requirements to support a range of efforts from Mergers & Acquisitions, Program Building, System Integration, and Process Improvements.

Our interns support internal functions and Client facing efforts. Interns have exposure to solution development and implementation on active engagements and working with professionals across a range of disciplines.

## 2020 Internship Opportunities

In 2020, NCG will be offering internships in two areas:

- **Cybersecurity** – working with the development cybersecurity programs for organizations across a range of industries, conducting risk assessments, performing current state analysis, and creating improvement roadmaps. Tasks will include developing materials, research, and solution development.
- **System Safety Management** – working with the design and implementation of safety management programs for the transportation industry leveraging system safety and risk management approaches.

NCG works with each individual intern to craft an experience that makes the most of the breadth of services NCG provides. The above areas may be augmented with other NCG service areas based on fit.

## About NCG

Northcross Group is a management and technology consulting firm headquartered in Portland, Maine with a secondary office located in the Washington, DC Metro region. Our focus is empowering an organizations people to take on range of major business challenges.

NCG is a consultancy that balances technical, security, safety, risk, privacy, and compliance areas with consideration for organizational dynamics and corporate culture to craft effective

solution paths. NCG provides professional services supported by tools and automation designed for each specific challenge and to help people collaborate and communicate.

## NCG Service Areas

NCG has six service offerings that are supported by complimentary supporting functions. We focus our services primarily in the Financial Services, Healthcare, Transportation, and Federal Government sectors. Our service areas are:

- **Cybersecurity:** We help our clients get their arms around the wide range of elements related to security. We help design and implement complete cybersecurity programs that improve the overall security posture and evolve as needs change.
- **Risk Management & Assessments:** We help our clients implement or improve enterprise risk management and governance processes and systems to provide better insight and measurement of potential exposures. We provide third-party risk assessments and help tailor remediation roadmaps that make the best business case.
- **Safety Management:** NCG helps Operators get their arms around the different elements that go into a successful and compliant SMS that supports safety on a daily basis. We use our technical capabilities to get the right data and information into the hands of those that need it. We work with leaders and managers to help them understand how to influence their corporate cultures for safety and the highest levels of service to customers.
- **Mergers & Acquisitions:** We work with clients across the acquisition life cycle from due diligence, deal modeling, integration, and operational transition. Having provided for integration program management for over 25 deals in the past ten years, we tailor our tools and accelerators to meet the specific needs of clients and their objectives.
- **Compliance & Oversight:** We help our clients develop and enhance their internal compliance management capabilities. We leverage closed loop assessment and analysis tools and processes to develop insight and target efforts ranging from design to performance across the entire enterprise.
- **Systems Integration:** We connect, convert, and migrate data and system functions to meet evolving business needs. We account for the technology, data, process, control, and compliance aspects of these connections and transitions.

## Program Framework

The NCG program provides a mix of developmental on-the-job assignments, research assignments, and mentorships that will develop the skills needed for professional success and growth. Positions are available Remotely and in NCG's Portland, Maine office.

This Program hires students for valuable work experience directly related to your academic field of study. Based on the performance you may be eligible for permanent employment. Students work flexible work schedules and are from all educational levels.

NCG offers equal internship and employment opportunities for all qualified students without distinction or discrimination because of race, color, gender, religion, age, national origin, disability, pregnancy, marital or family status, veteran status, or other basis prohibited by law. This policy extends to all employees and applicants and in all aspects of the employment relationship. We give high priority to students completing their junior year at four-year universities so that upon graduating from college, they may be able to be employed in entry level professional positions in the field.

### What Do NCG Interns Do?

The Intern will work closely with our staff members over a 90-day program and will gain basic professional skills in the management and technology consulting field. NCG will provide day-to-day direction and guidance.

### What Do NCG Interns Gain?

NCG provides unique opportunity in Maine to gain experience working with national and international clients in commercial and federal markets. The exposure to both private and public sectors provides a blended set of experiences that is highly valued in the national job market.

The Intern at NCG, will be challenged with technical projects and developing solutions from a broader perspective that will enable them to learn through experience. All of this takes place in a dynamic workplace environment that encourages individual learning and growth.

Working with NCG client engagements offers opportunities to work across a wide range of organizations and technologies. They will be working with a highly skilled team that bridges business and technology to deliver the best possible results.

### Compensation

NCG internships are paid on an hourly basis at \$15/hour. Consideration may be given to unique educational or work experience at NCG's discretion. Based on the performance you may be eligible for permanent employment.

### School Accreditation

NCG does not have an established school credit framework in place but is willing to look at supporting such frameworks if offered by your College or University.

### Schedule

The schedule will be mutually determined by NCG and the Intern. However, all interns are expected to work at least 20 hours per week. Flexibility will be provided to accommodate course load schedules. It is recommended that all interns work for durations of no less than 4 hours at a time if possible.

### Evaluations and Termination

Evaluation procedures are important to the NCG Intern Program. They are used to judge how well the intern understands NCG's policies and programs; to gain an impression of the intern's ability to express themselves; to determine whether the intern's target position is appropriate; to evaluate the intern's training and determine its overall effectiveness.

The NCG Intern Program utilizes 30-day review process highlighting intern's strengths and weaknesses and discussing intern's professional career direction. NCG also has an Incentive Awards program through which intern's superior job performance, contribution to NCG, special act, service, and adopted suggestion are rewarded by monetary or honorary awards. In keeping with NCG's employment-at-will policy, NCG internship may be discontinued at any time and for any reason.

### Eligibility Requirements

- U.S. Citizenship or U.S. Permanent Residence status is required.
- Attend an accredited college or university and pursuing a degree program.
- Be able to provide a letter of verification from your educational institution showing proof of that you are currently enrolled at least half time in school.
- Work experience must relate to academic study (i.e. Business Administration, Business Management, Information Technology, Information Management, Risk Management, Computer Science, Computer Systems, Database Technology, Information Systems, Information Systems/Security Management, Technical Project Management, Software Engineering, Software Development, Finance, Banking and etc.)

Because we work in highly sensitive and regulated industries, all NCG interns will be a subject to a background check which gathers information on areas including criminal checks, past employment, educational history, and credit records.

## Application Process

To apply, please email the follow below to [careers@northcrossgroup.com](mailto:careers@northcrossgroup.com):

1. A cover letter explaining your career interests and goals and listing your current GPA.
2. A résumé or CV.
3. A letter of verification from your educational institution showing proof of that you are currently enrolled at least half time in school.
4. Three (3) letters of recommendation (At least one from a current or former employer and one from your educational institution).