

Quick Guide:

Interns & Volunteers

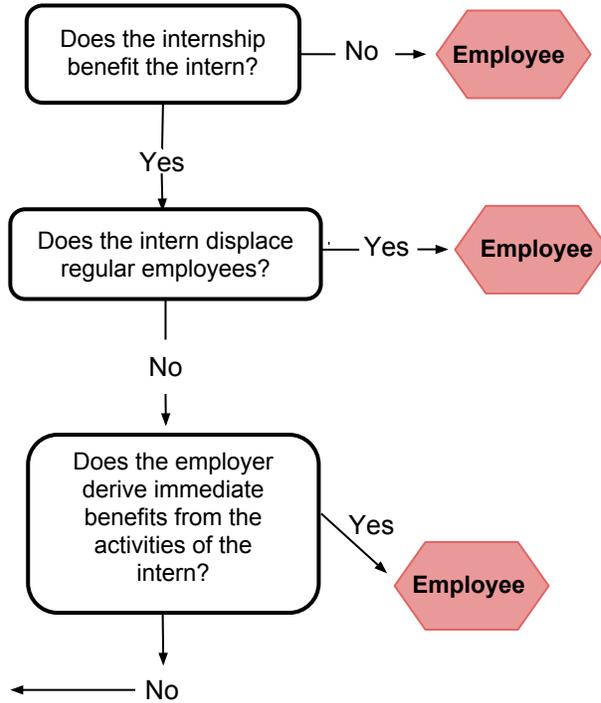
Use the flowcharts to the right to help you quickly understand the basic requirements for defining someone as an intern, volunteer, or employee.

Neither offer a definitive answer. Instead, they suggest a likely outcome based on how you answer each question in the flowchart.

You should consult with an attorney before making a final determination.

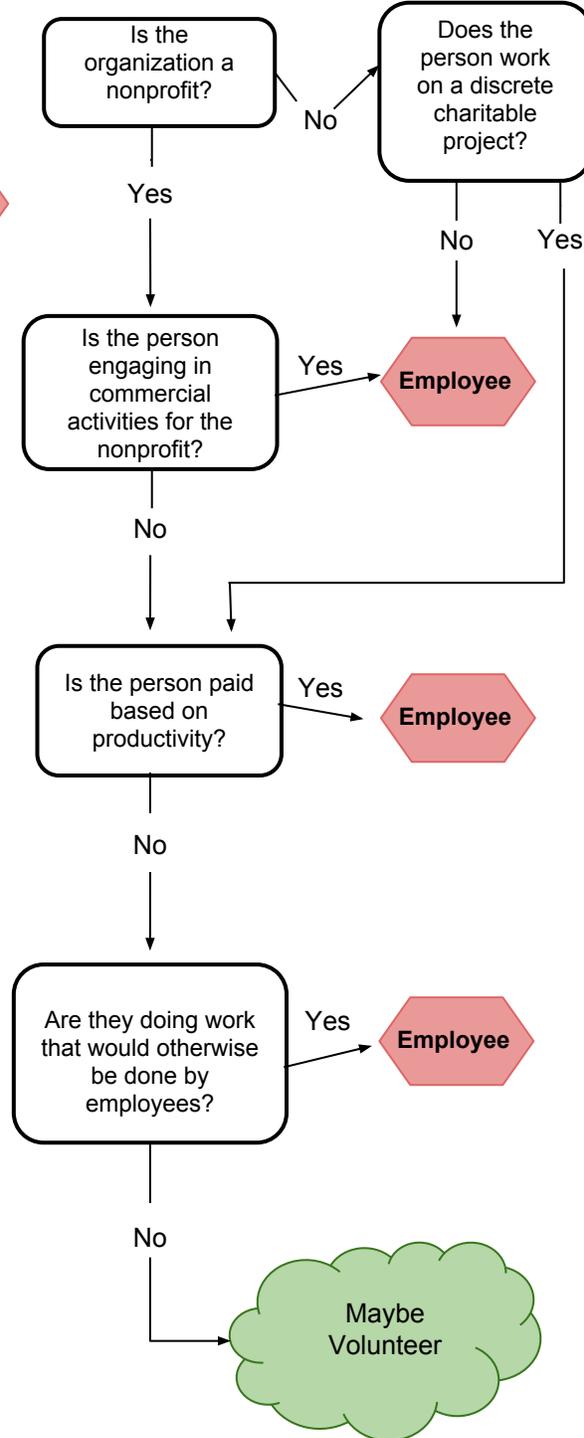
Interns

Determining whether someone is an intern or an employee includes considering several factors, listed below. While all the factors need to be considered, farm employers will be most challenged by the three factors in the flowchart. This flowchart will give you a good idea of whether you should classify someone as an intern.



Volunteers

Determining whether someone is a volunteer or an employee requires that you consider the legal structure of your farm entity (nonprofit v. for profit), the intent of the person engaging in the work, and the nature of their work in relation to your farm. This chart is a quick reference for you to determine whether this classification might be applicable to someone working on your farm.



Consider all the factors below:

Interns v. Employees (Int, Emp)	Int	Emp
Does the internship provide training similar to that which would be given in an educational environment?	Y	N
Does intern do tasks that are integral to the farm's operation?	N	Y
Is the intern entitled to a job at the end of the internship?	N	Y
Do intern & employer agree that intern won't be paid wages for internship?	Y	N

