

**EXHIBIT 8**

**Documentation Concerning the Unit's Internship Program During the  
Reporting Period  
WCAU, Philadelphia, Pennsylvania  
WWSI, Mount Laurel, New Jersey**

## Company Description

NBC10 | NBC Telemundo62 | NBC Sports Philadelphia is looking for an intern to help plan and develop unique digital content for all three stations. This intern will play a major role in supporting the digital team by finding high-interest stories and posting content to digital and social platforms, including articles, videos, social posts and interactive content. The digital intern is also expected to assist editors and producers by conducting research and compiling information for special sections, enterprise stories and breaking news and sports news and events.

## Job Description

### Job Duties

- **Systems and Workflow:** Understand how we approach content discovery, production and delivery. Gain confidence in abilities to enterprise and produce good stories
- **Daily Briefs:** occasionally represent the digital team each during the editorial meeting, briefing news staff on analytics, stories in the works and content that's ideal for sharing with broadcast viewers.
- **Daily original reporting:** report out story ideas, getting whatever support they need for each assignment.
- **Shift Assignment:** Master publishing tools, systems and original reporting.
- **Professionalism:** relationship-building and professional presence. Shows up to work on time, no excessive absences. Learns how to problem solve with maturity. Handles issues with appropriate urgency. Meets deadlines. Learns ins and outs of the daily workings of a local news room.
- **Presentation:** Successfully completes a presentation of experience in a way that is engaging and shows off technical/creative skills.

## Qualifications

### Qualifications

- Experience in writing, video and social media
- Flexibility, including the ability to thrive in a team-based work structure
- Adobe creative suite skills are preferred
- HTML and Photoshop skills are preferred
- Video-editing skills are preferred
- To be eligible for an NBC10 | 62 Internship, you must be in pursuit of an Associate, Bachelor, or Graduate degree at an accredited institution.
- Current class standing of sophomore or above
- Interested candidates must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com)
- Must be willing to submit to a background investigation.
- Must be 18 years or greater
- Must have unrestricted work authorization to work in United States.
- Must be willing to work in Philadelphia, PA

## Additional information

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance where applicable.

If you are a qualified individual with a disability or a disabled veteran, you have the right to request a reasonable accommodation if you are unable or limited in your ability to use or access [nbcunicareers.com](http://nbcunicareers.com) as a result of your disability.

Add sources to create tracker URLs. Post your job using URLs to start tracking candidates. You do not need tracker URLs for jobs you post directly from SmartRecruiters - we'll track it for you automatically.

# NBCUniversal Internship Program

## General Information:

Internship cycles coincide with the traditional university semester schedule, and those timelines are as follows:

- **Spring Program: January - April** (applications typically open in September)
- **Summer Program: June - August** (applications typically open in January)
- **Fall Program: September - December** (applications typically open in June)

## Know someone that's interested in an Internship? Here's more details:

All interested candidates can explore available opportunities at [www.nbcunicareers.com](http://www.nbcunicareers.com). **To submit a referral for an NBCUniversal Internship, please follow the steps listed on the [Employee Referral Program page](#).**

Please note, in order to be eligible for this program, candidates must meet the following criteria:

- Currently in pursuit of an Associate, Bachelor or Graduate degree at an Accredited Institution and able to provide documentation to confirm degree progress.
- Current class standing of sophomore or above (30 credits)
- Must be authorized to work in the United States without visa sponsorship by NBCUniversal

## Interested in hosting an Intern in an upcoming semester?

Talk to your HR Representative or reach out to one of the contacts at the bottom of this page.

## Related Resources



Follow @NBCU\_Interns on IG



12/28/2022

Dear [REDACTED],

We are pleased to extend this offer to you for this **Spring** semester. At NBCUniversal, we believe that the talent, creativity, and diversity of our employees are our greatest resources. We're excited to welcome you to the organization, and a semester of professional development opportunities, leadership exposure, networking, and fun. Here You Can connect to your future!

You will be supporting **NBC10 News**. The department you'll be working in will be **NBCU Local Philadelphia**.

You will be working from our Philadelphia, PA location for this Internship. [REDACTED]  
[REDACTED] Your anticipated start date is **02/06/2023**. The final day of the Spring internship program will be **05/05/2023**.

This offer is expressly contingent on your 1) disclosing your COVID-19 vaccination status and, if partially or fully vaccinated, submitting your vaccination record no later than 7 days following commencement of employment; 2) being fully vaccinated against COVID-19 at the commencement of employment or undergo COVID-19 testing if the Company determines your job position requires accessing an NBCUniversal worksite; and 3) adhering to all Company COVID-19 workplace safety policies and protocols.

Please note that this internship offer and your start date are contingent upon successful completion of the following:

**1 Complete Pre-Employment Paperwork**

Complete all pre-employment forms and acknowledge all Company and Internship policies found in NBCUniversal's New Hire Onboarding Portal. You will receive a separate email from our New Hire Onboarding portal with your log-in details within the next 48 hours.

**2 Complete Your Background Check Application**

You will be receiving a separate email communication from our background check vendor, Sterling Talent Solutions, before your start date. Once received, please complete your background check application *within 48 hours*.

If Sterling Talent Solutions is unable to verify all elements of the background verification, you may be required to provide supporting documentation, such as a transcript to verify enrollment in a degree program and a graduation date.

**3 Prepare For Your I-9 Verification**

Per the U.S. Citizenship and Immigration Services (USCIS, a government agency), all employees must provide proof of identity and work authorization within the first 3 days of employment.

Please follow the directions within NBCUniversal's New Hire Onboarding Portal to complete Section 1 of your I-9 Verification closer to your start date.

Additionally, you will need to provide original and unexpired form(s) of identification and work authorization; we cannot accept photocopied documentation. Please read the "[Immigration and Control Act Document List](#)" (Page 9) to learn which document(s) can be provided to complete your I-9 Verification.

#### 4 **Receiving Academic Credit for Your Internship:**

NBCUniversal Internships are paid and do not require course credit, however you are welcome to seek academic credit for your internship through your school. Please share any academic forms you need completed with your Recruiter or Manager at the start of your Internship. Should your school request performance feedback at the end of your Internship, please note that the detail provided will be up to the discretion of the Intern Manager.

It should be noted that the above description of your hourly wage, job title, and other information in this letter is not intended to create a contract for a specific term of employment or any other legally enforceable promise, and that employment with NBCUniversal is at-will. Further, any oral promises or commitments made during the interview process are not valid unless contained in this offer letter.

Finally, you represent that your employment with NBCUniversal does not breach, or otherwise violate or contravene, the terms of any employment or other agreement or policy to which you are a party or otherwise bound, such as a non-compete agreement with a current or previous employer. You understand and acknowledge that any misrepresentation by you during the pre-hire process or thereafter may result in the rescission of this offer or termination of employment, or other appropriate action.

We are looking forward to helping you make this Spring an opportunity to learn, grow, and build long-lasting professional relationships. Once again, congratulations and we look forward to working with you this Spring!

Sincerely,  
NBCUniversal Talent Acquisition

**I agree to the conditions of employment, as well as the compensation arrangement outlined in my offer letter. I understand that this offer letter does not constitute a contract of continued employment or imply a guarantee of employment for any specific period. I understand that my employment at-will status may not be modified or changed except in writing and signed by a duly authorized officer of NBCUniversal.**