What is an Internship?

- Internships can provide students with academically related work experience.
- Internships are designed to give students the opportunity to work in pre-professional positions while still in school.
- Internships are any type of carefully planned and monitored work experience in which the intern has intentional learning goals.
- Internships come in many forms... some carry academic credit and some are arranged independently from the curriculum... some are paid and some are non-paid... they may last a month or up to two years.

The Benefits of Working as an Intern

- Interns gain practical experience in their chosen career fields.
- Internships give students the opportunity to work with qualified professionals.
- Interns have the opportunity to apply skills and knowledge learned in the classroom to actual on-the-job experiences.
- Interns establish valuable contacts for letters of reference.
- Interns establish contacts and begin networking for future employment.
- Interns acquire work experience to list on resumes and employment applications.
- Interns develop confidence and learn to interact professionally with peers.
- Interns have a chance to “test” their career interests.
- Internships give students a feeling of responsibility and independence.
- Internships provide students with the opportunity to meet and work with new people in developing interpersonal and communication skills.
- Internships enable students to identify his/her strengths and weaknesses.
- Internships help students gain a new perspective on his/her talents.

Internship Tips and Resources

- It's never too early to begin searching for that perfect internship.
- Looking for an internship can take a few weeks or months, so starting early is best.
- This timeline will help you plan and begin the process of your internship search.
  - Start preparing the semester before you want to begin your internship.
  - Check with your academic advisor to find out if there is an internship requirement for your major and to find out what the requirements are for the internship. This will help narrow your internship search.
  - Network with faculty in your department to see if they know any possible internship sites.
  - Check Tiger Jobs for internships currently available.
  - Make an appointment at the Career Resource Center to get assistance with internship, resume, cover letter, and thank you letter writing.
  - Meet with a career counselor to get tips on how to strengthen your interviewing skills.
Research the following sites for internship opportunities:

Tiger Jobs
https://insidepacific.edu (click on the “living” tab)

Federal Internships
http://www.makingthedifference.org/index.shtml

World’s Largest Internship Marketplace
www.internships.com

A global clearinghouse of nonprofit and volunteering resources
http://www.idealist.org/

Jobs and Internships
http://www.indeed.com/

Jobs and Internships
http://www.simplyhired.com/

Philanthropy News Digest (Nonprofit Organizations current internships and jobs)
http://foundationcenter.org/pnd/

Research on your own
You can develop your own internship by contacting companies for whom you would like to intern. Make sure you are prepared with a resume and cover letter, and goals for your internship before making contact.

You can make an appointment at the Career Resource Center for assistance in how to develop your own internship.