

INTERNSHIPS

What is an internship?

An internship is a unique field experience that allows students to acquire practical skills, be exposed to the reality of the business world beyond the boundaries of the campus, enhance self-awareness and help provide direction with regard to a career choice.

How does an internship benefit you?

An Internship...

- Helps you enhance your professional skills with actual “hands-on” experiences in your chosen field.
- Gives you an inside view of the business world of work.
- Allows you to apply the principles and theories taught in the classroom to real-life projects.
- Influences your personal, career development and academic performance.
- Gives you the opportunity to be considered for permanent employment if you successfully complete their assignments.
- Fosters your communication skills by giving you experience in personal interaction in career settings.
- Allows you to “test” out your chosen field to make sure it is a good fit. It gives you exposure to other people doing the same type of work, and helps you decide if this is the right career before accepting a permanent position.
- Builds excellent resumes! Since most employers make hiring decisions based upon prior work related experience, an internship allows you to stand out from the rest of the competition when searching for permanent work.

How do you find an appropriate internship?

- First, you may want to define the goals of your internship experience.
Some questions to consider include:
 - What do you want to do in your internship?
 - What industry or type of company do you want to intern with?
 - When do you want to participate in the internship (fall, spring or summer)?
 - How many hours do you want to complete at the internship?
- After the goals are established, some steps in getting the right internship include:
 - Research career fields and industries (corporate, government, non-profit, education, health care, etc.)
 - Explore specific occupations through job/internship websites, career books and/or individual company websites under “Career Opportunities”
 - Search online for local career and/or internship fairs
 - Network for internship opportunities through family, friends, faculty, advisors, student groups and community organizations

How do you plan and organize your internship search?

- Identify the steps you need to take and the resources you will need.
- Update your resume and cover letter once targeted companies are established.
- Create a timeline for implementing your internship search.
- Track your internship search progress and your interactions with employers

Internships, Division of Student Affairs: Career Services, Penn State University, Pennsylvania.
Retrieved from <http://studentaffairs.psu.edu/career/students/internships.shtml#plan>

Internships Opportunities, Career Services, Golden Beacon College, Wilmington, Delaware.
Retrieved from <http://goldey.gbc.edu/career/internshipopportunity.html>



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