

Career Chronicles

Gain important experience through an internship

What Are Internships and Co-Ops?

Internships and co-ops are designed to give you practical experience in the work area in which you are interested. An internship typically lasts for a summer or is part-time during the semester (15-20 hours a week). An internship can be paid or unpaid, and can also be awarded academic credit if it meets the criteria set forth by and coordinated through your academic department. A co-op is typically a full-time, paid experience in which you work for an organization full-time for a semester or longer, rather than taking classes for that period of time.

What Are the Benefits of Doing an Internship/Co-Op?



The skills, knowledge, and maturity gained through exposure to a real work setting amplify the knowledge you are acquiring from the classroom. Internships and Co-Ops help you begin forming opinions about what you like and do not like about a particular job, field and industry and increase your professional contact network. These experiences, contacts, and the confidence you will gain through an internship or Co-Op will put you at an advantage as you begin your post-college job search.

How Do I Prepare for the Internship Search?

First, you need to do some self-exploration and decide what type of internship you would like to find, what kind of skills you would like to use in the experience, or what industry you would like to learn more about.

Once you have done this, you should do preliminary research to further narrow down your search. Your city's chamber of commerce, national associations, the yellow pages, and teachers, family and friends can all provide useful information for your search.

Finally, you need to create or update your resume and participate in a mock interview.

The Internship Coordinator in Career Services can assist and advise you throughout this entire process.

Once I've Narrowed Down My Search, How do I Find an Internship Using Career Services?

Meet with the Internship Coordinator, Dee Kauffman. You can set up an appointment by calling 977-2828.

Frequently check internship listings on Career Connections.

Check internship binders in the Career Services resource library.

Attend job fairs.

Participate in On-Campus Recruiting.

On-Campus Resources:

Debbie Opich- Program Coordinator : John Cook School of Business (977-3824) *Available to advanced Business students (Juniors and Seniors).*

Diane Stagg- Program Coordinator : Parks College of Aviation & Engineering (977-8205) *Available to all Parks students.*

Your Faculty- They often have the best connections and know the most about the field in which you want to find an internship. In fact, most academic departments have a faculty member who coordinates internships.

On the Web:

For internships in the U.S.:

www.internshipprograms.com
www.review.com



For internships in other countries:

www.alliancesabroad.com
www.studyabroad.com

For internships with non-profit agencies:

www.idealists.org

For internships in Washington D.C.:

www.twc.edu
www.dcinternships.org

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UPCOMING DATES:

- March 21: Health Care Career Fair
- March 26: Gateway to Careers Job Fair- *UMSL*
- March 27: Gateway Teacher Recruiting Fair- *UMSL*

SERVICES WE OFFER:

- Career Decision Making Classes
- Career Counseling
- Job Search Workshops
- Group Presentations
- Resume Review
- Mock Interviews
- Career Resources Library
- *Career Connections* online resume referral and job postings
- On-Campus Recruiting
- Career/Job Fairs
- Employment Opportunities
- Experiential Learning
- Education Credential Files

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Email: careers@slu.edu

We're on the
Web!
careers.slu.edu

**Where can you find
diversity career
information?**



Visit our website at careers.slu.edu to find career resources targeted specifically towards the special concerns of women, students of color, and GLBT students who are job searching.

Spring Workshops

Getting ready to start that Job Search? Join us for one of these seminars and we'll get you started!

FOR COLLEGE OF ARTS & SCIENCES STUDENTS:

Developing a Resume:

Workshops held at Pius Library,
Knight's Room
Monday, March 18, 11-11:50 a.m.
Thursday, April 18, 2:30-3:30 p.m.



Interviewing:

Workshops held at Pius Library,
Knight's Room
Tuesday, March 19, 5-6 p.m.
Monday, April 15, 11-11:50 a.m.



Using Technology in your Job Search:

Workshop held at Academic Resources Center
Tuesday, April 16, 5-6 p.m.



FOR JOHN COOK SCHOOL OF BUSINESS STUDENTS:

Job Search Workshops:

Workshops held at Davis-Shaughnessy Hall,
Room 150
Every Wednesday through May 29, 1-2:30 p.m.

Employer Spotlight:



GROUP 360 Communications



What is Group 360 Communications?

For over a decade, Group 360 Communications has been a leader and innovator in concept, design and production of digital and graphic imaging for clients across the country, providing clients with visual impact that delivers results.

What makes Group 360 Communications unique?

Group 360 Communications is unique because it doesn't just do design and concept, but it also does in-house production. Once designers complete a design, they go to a different area of the campus and produce it. This unique consortium of services sets Group 360 Communications apart from a traditional creative firm.

What type of students does Group 360 Communications hire?

A student doesn't need a particular major to work for Group 360 Communications. What they do need, however, is a passion for what they do. Group 360 Communications looks for students who are good communicators, who aren't afraid to network and meet people, and who can think outside of the box. Additionally, the firm looks for students who can meet time-sensitive deadlines and develop relationships with clients.

Where can you find more information on Group 360 Communications?

- For general information: www.group360.com