## INTERNSHIPS

UNCG CEO October 7, 2020 Author: Dr. Pete Peters

1. What do you want to achieve out of an internship?
a) Money
b) Work experience / resume building
c) Both
2. What do you want to achieve out of an internship?
3. Companies that you would like to work for?
a) Make a list of companies that you would like to work for
b) Research the companies on your list
c) Apply don't be afraid to call the companies and ask for the internship coordinator
d) Respond immediately to any communications from the company
e) Be well prepared for your interview
f) Listen attentively, but ask well thought out questions ... don't just be a sponge
g) Respond immediately to the company during the interview
h) Be prepared to say "yes" to an offer immediately
4. What do you want to achieve out of an internship?
5. Companies that you would like to work for?
6. College placement offices / career centers
a) Great place to start ... don't be afraid of being pushy
b) All have great resources
c) Many have connections to alumni
7. What do you want to achieve out of an internship?
8. Companies that you would like to work for?
9. College placement offices / career centers
10. Companies in your area
a) Contact them ... don't be afraid to cold call
11. What do you want to achieve out of an internship?
12. Companies that you would like to work for?
13. College placement offices / career centers
14. Companies in your area
15. Professors, instructors, friends, friends of your parents, and other teachers
a) Many have relationships with companies as consultants and can offer suggestions
16. What do you want to achieve out of an internship?
17. Companies that you would like to work for?
18. College placement offices / career centers
19. Companies in your area
20. Professors, instructors, friends, friends of your parents, and other teachers
21. Hiring websites
a) Indeed.com
b) Monster.com
c) Ziprecruiter.com
d) Glassdoor.com
e) CareerBuilder.com
f) and of course GOOGLE
22. What do you want to achieve out of an internship?
23. Companies that you would like to work for?
24. College placement offices / career centers
25. Companies in your area
26. Professors, instructors, friends, friends of your parents, and other teachers
27. Hiring websites
28. Internship websites
a) Internqueen.com
b) Internships.com
c) Internmatch.com
d) plus many more
29. What do you want to achieve out of an internship?
30. Companies that you would like to work for?
31. College placement offices/career centers
32. Companies in your area
33. Professors, instructors, friends, friends of your parents, and other teachers
34. Hiring websites
35. Internship websites
36. Professional Organizations
a) LinkedIn
b) Alumni organizations
c) Licensing Executives Society - LES
d) American Marketing Association - AMA
37. What do you want to achieve out of an internship?
38. Companies that you would like to work for?
39. College placement offices / career centers
40. Companies in your area
41. Professors, instructors, friends, friends of your parents, and other teachers
42. Hiring websites
43. Internship websites
44. Professional Organizations
45. Economic Development Organizations
a) Chambers of Commerce
b) Greensboro Chamber of Commerce -- Campus Greensboro
46. What do you want to achieve out of an internship?
47. Companies that you would like to work for?
48. College placement offices / career centers
49. Companies in your area
50. Professors, instructors, friends, friends of your parents, and other teachers
51. Hiring websites
52. Internship websites
53. Professional Organizations
54. Economic Development Organizations

## ONE LAST THOUGHT

\& A couple of weeks before the end of your internship, ask your supervisor for a letter of recommendation.

* As you recognize that your supervisor is very busy, volunteer to write the rough draft for her / him
* This letter of recommendation will help you in securing a job or another internship


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