How to Find an Internship

Determine Your Goals
Why do you want an internship?
What do you hope to learn?
In what field are you trying to gain experience?

Identify Internships

Find Advertised Internships
Explore Hidden Job Market

Prepare Your Resume/Cover Letter

Prepare for the position

Apply for the position

Practice Interviewing

Interview Handouts and Books in Career Discovery Center
Patty Practice Mock Interview and Review
Mock Interview with Career Counselor

Follow-Up
Thank You Notes!

Explore Majors and Careers
Yellow Section of Career Discovery Center
Explore Majors and Careers section of the website
Schedule an appointment with a Career Counselor

Complete the Ideal Internship Worksheet
What type of experience do you want?
What type of daily duties?
What locations do you prefer?
What is your timetable?

Resources on Career Services website
Blugold CareerLink
Internship Section
Internships-USA.com
(requires username and password)
Going Global.com

Career Services Office
Career Counselor
Internship Center Database

Other
Academic Departments Bulletin Boards, etc.

Tap into Your Network
Blugold Career Network
Faculty or Advisor
LinkedIn
Professional Associations
Student Organizations
Family and Friends

Find Advertised Internships
Career Services Office
Career Counselor
Internship Center Database
Other
Academic Departments Bulletin Boards, etc.

Explore Hidden Job Market

Prepare Your Resume/Cover Letter

Online Resume Workshop
Resume Worksheets and Resources
Resume and Cover Letter Reviews

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SCHOFIELD 230 | WWW.UWEC.EDU/CAREER | 715.836.5358