



INTERNSHIPS & CO-OPS

# Center for Career Development

Website: <http://career.uconn.edu/>

Internship Page: <http://career.uconn.edu/work-at-ccd/>

Internship Title: Corporate Partner Relations Intern

Academic Year: 2016 – 2017

Application Period:	March—April
Application Process:	To apply, access the application on student employment or on the Center for Career Development website.
Application Materials:	Résumé (critiqued by the CCD), Application, Typed answers to essay questions, Contact information for 2 references
Location:	Wilbur Cross Room 202
Eligible class standings:	Sophomore, Junior, Senior, Graduate Student
Minimum GPA to participate:	2.75/4.00 <i>(University rules require a minimum 2.00/4.00)</i>
Credit:	The Center for Career Development is open to working with academic departments to arrange credit for this internship. Please see guidelines for earning academic credit for your internship <a href="#">here</a> .
Compensation:	Paid, \$12.00/hour
Hours:	10 hours per week
Additional information:	Due to training conflicts, students cannot be an intern and simultaneously hold any position that would prevent an individual from being able to participate in Fall or Spring semester training.

### Description of Internship Provider:

The Center for Career Development (CCD) supports students by providing programs and experiences that promote self-awareness and engagement as they identify a course of study and pursue career opportunities. Through partnership with employers, alumni, faculty, and staff, we connect students to career development resources, internships, experiential learning, and post-graduate opportunities.

### Description of internship position:

Corporate Partner Relations Interns work with the On-Campus Interview Coordinator and Assistant Director for Corporate Partner Relations to perform administrative duties.

Specific job requirements include:

- Preparing for Center for Career Development career events
- Updating HuskyCareerLink, the CCD’s online job posting system
- Attending evening Information Sessions to assist employers and collect student info
- Completion of miscellaneous research projects

### For more information about internships with this department, please contact:

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