



InternLink

December 2009

SEASON'S GREETINGS

NEWS FROM THE INTERNSHIP COORDINATOR, ROSIE SHANNON

I would like to take this opportunity to wish all students, employers, and faculty members a very joyous Holiday Season. As we end this semester, I would also like to thank all of you who have contributed to the IU Southeast Internship Program over the past few months. The support and guidance you have provided to the students here at IU Southeast is invaluable and greatly appreciated. Student interns learn valuable life-long skills during their internship experience that will prepare them for their professional careers. Your dedication and commitment allows this program to succeed!

As always if you have any questions or concerns during the course of the internship, please do not hesitate to contact me at 941-2274. May you enjoy this blessed holiday season and best wishes for a prosperous New Year!
Rosie

GEARING UP FOR SPRING

Students--Start gearing up for those spring internships....if you are ending your fall internship and would like to view spring internships, please contact the office at 941-2275 to make sure your account stays active.

If you are still looking for an internship and need additional resources to help you find that perfect position, check out 'LinkedIn' to help you build a network of professionals. View a quick 3-minute tutorial on this professional networking site to help you land a future job...

One of the keys to securing that future internship job is acing the job interview. Review the necessary skills needed to land that much sought-after job...

INTERN CANDIDATE CORNER

Jobs are available, don't become too discouraged....

According to the most recent news from INTERNSHIPS.COM, students may not find as many internships with the bigger, well known companies, but internships are finding their way into smaller, locally owned firms. Often these smaller companies aren't well known and their name may not stand out, but these employers often provide excellent opportunities for ambitious students.

Check out Internships.com for more information.

EMPLOYER'S CORNER

Supervising an intern can take a considerable amount of time and resources. Many thanks again for your countless hours of supervision and feedback. The goal of each student is to gain "real world" experience for his/her future career. Interns should be assigned a supervisor or mentor. The role of the supervisor is to assign day-to-day tasks, monitor progress, and provide feedback to the intern regarding productivity and learning outcomes. The intern should be provided the opportunity to experience meaningful project work. It is very beneficial for the intern to be a member of a project team so he/she can develop a sense of the "big picture". Also remember that your intern is here to learn and gain experience, so please consider your intern's skills and strengths, and give your intern a chance to contribute to the project. Interns also appreciate timely and supportive feedback regarding their performance and ways they can improve upon their skill level.

UPCOMING EVENTS YOU WON'T WANT TO MISS THIS SPRING

January 27, 2010 - Psychology Club Internship Information Session, 12:15 - 1:15 pm in UCN 127

February 9, 2010 - Volunteer and Internship Fair, 11:30 - 1:30 pm, in the Hoosier Room

February 18, 2010 - Etiquette Dinner, 5:30-7:30 pm in the Hoosier Room. Cost is \$10.

February 24-25, 2010 - Café Resume—have your resume reviewed by local Human Resource Professionals for FREE!

March 5, 2010 Networking for Employer Connections Event---call Lynn Prinz at 812-941-2265 for more information!!

April 1, 2010 - Business & Industry Job Fair, 6:00 - 8:00 pm in the Hoosier Room

For information on any of these events call Career Services at 812-941-2275!

