

Everett Community College Internship Students Program 2025

Description

The Everett Community College Internship Program 2025 offers students an invaluable opportunity to gain hands-on experience in their chosen fields while contributing to the college's mission of enhancing student success and community impact. This program allows interns to work across various departments, where they will develop professional skills, receive mentorship, and explore potential career paths.

Responsibilities

- Support department-specific tasks, which may include administrative assistance, research, project management, event coordination, or technical support.
- Collaborate with team members on assigned projects to gain practical experience and contribute to departmental goals.
- Engage in regular meetings with supervisors and mentors to track progress, discuss challenges, and refine skills.
- Participate in training sessions, workshops, or seminars aimed at professional development.
- Assist in creating reports, presentations, and other materials as needed.
- Attend networking events and campus functions to build connections within the college and the broader community.

Qualifications

- Currently enrolled at Everett Community College in a certificate or degree program.
- Completion of at least one quarter of coursework relevant to the internship position.
- Interest in professional development and a commitment to learning new skills.
- Ability to adhere to confidentiality and college policies.

Experience

- Prior experience in any relevant role, including volunteer work or academic projects, is a plus but not required.
- Basic familiarity with departmental tasks and responsibilities is beneficial.

Skills

- Strong communication skills, both written and verbal.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and/or other relevant software.
- Detail-oriented with excellent organizational and time-management abilities.
- Problem-solving skills and a proactive approach to learning.
- Ability to work both independently and collaboratively within a team

Hiring organization

Everett Community College

Employment Type

Intern

Duration of employment

6 Months

Job Location

Everett, Washington, United States,, 98201, Everett,, Washington,, United States,

Working Hours

8

Base Salary

10

Date posted

November 5, 2024

Valid through

15.11.2026

environment.

Job Benefits

- Gain valuable work experience that enhances academic learning and prepares students for future career opportunities.
- Receive mentorship and guidance from experienced college professionals.
- Develop a network within Everett Community College and local industries.
- Flexible scheduling to accommodate academic commitments.
- Potential academic credit, if approved by your department.

How To Apply

Interested students are encouraged to apply through the Everett Community College Internship Portal. Required application materials include a resume, cover letter, and one reference. Selected applicants will be contacted for interviews and must participate in a brief orientation .

[Job Vacancies Portal Here:](#)