



<https://www.futureintern.online/job/lane-community-college-internship/>

## Lane Community College Internship For Graduate 2025

### Description

The Lane Community College Graduate Internship Program is an opportunity for recent graduate students to gain practical experience in higher education administration and student services. Interns will work with departments across the college, contributing to initiatives aimed at enhancing student engagement, academic support, and community outreach. This program is ideal for those interested in pursuing careers in education, student affairs, or public administration .

### Responsibilities

- Provide support to departments such as Academic Advising, Student Life, and Career Services, assisting in daily operations and student outreach.
- Coordinate events and workshops that promote student success, engagement, and well-being.
- Conduct research on student retention and engagement to develop strategies and solutions for improvement.
- Assist in creating and updating program materials, presentations, and communications.
- Support data analysis and reporting on student services outcomes, preparing findings for internal review.
- Participate in meetings with staff and contribute to planning and assessment of college initiatives.

### Qualifications

- Recent graduate (within the last year) with a Master's degree in Education, Counseling, Public Administration, Social Work, or a related field.
- Demonstrated interest in higher education or student services.
- Strong academic performance with a minimum GPA of 3.2 or higher.

### Experience

- Previous experience in a college setting, such as working with student organizations, internships, or part-time employment, is preferred.
- Background in community engagement, counseling, or administrative support is advantageous.

### Skills

- Excellent communication and interpersonal skills.
- Strong organizational abilities with attention to detail.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and basic data analysis.
- Ability to work independently and collaboratively as part of a team.
- Strong analytical skills and familiarity with research methods.
- Commitment to fostering diversity, equity, and inclusion in a higher education setting.

### Hiring organization

Lane Community College

### Employment Type

Intern

### Duration of employment

6 Months

### Job Location

Eugene, Oregon, United States,,  
97401,, Eugene,, Oregon,, United  
States,

### Working Hours

8

### Base Salary

10

### Date posted

November 6, 2024

### Valid through

28.11.2026

## **Job Benefits**

- Competitive hourly wage or stipend.
- Mentorship and professional development workshops with college staff and administrators.
- Networking opportunities with education professionals and potential career pathways in higher education.
- Real-world experience supporting student services and administrative functions in a college setting.
- Opportunity to gain insights into the workings of community colleges and support student success.

## **How To Apply**

Interested applicants should apply through the Lane Community College Careers Portal. Required materials include:

- A current resume.
- A cover letter detailing your interest in the internship and any relevant experience.
- An unofficial transcript or proof of graduation.

[Job Vacancies Portal Here:](#)