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Tidewater Community College Internship Students Opportunities 2025

Description

Tidewater Community College (TCC) is offering internship opportunities for motivated and passionate students in the 2025 academic year. This internship program is designed to provide valuable work experience, enhance professional skills, and give students a chance to contribute to various departments at TCC. Interns will have the opportunity to work alongside experienced professionals, gain exposure to the higher education environment, and build a strong foundation for their careers.

Responsibilities

Duties and Responsibilities:

- Assist in various administrative and operational tasks within the department assigned.
- Support faculty and staff in organizing events, workshops, and activities.
- Conduct research and compile reports, data analysis, or other written materials as needed.
- Help with communication and marketing efforts, including social media and email campaigns.
- Coordinate with students, staff, and external partners to ensure smooth operations.
- Provide customer service and assist with student inquiries and support.
- Participate in team meetings, providing insights, and contributing to departmental projects.
- Complete other tasks and projects as assigned by supervisors.

Qualifications

- Currently enrolled at Tidewater Community College or another accredited institution.
- Must be pursuing a degree or program relevant to the department in which the internship is offered (e.g., business, communications, IT, education, etc.).
- Must be in good academic standing with the college.

Experience

- Previous internship or volunteer experience is a plus, but not required.
- Demonstrated interest in the field of study through coursework or related activities is desirable.

Skills

- Strong written and verbal communication skills.
- Excellent organizational and time management abilities.
- Ability to work independently and as part of a team.
- Proficiency with Microsoft Office Suite (Word, Excel, PowerPoint).

Hiring organization

Tidewater Community College
Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Higher Education

Job Location

South Hampton, Virginia, United State, 23661,, South Hampton,, Virginia,, United State

Working Hours

8

Base Salary

10

Date posted

December 10, 2024

Valid through

17.12.2026

- Familiarity with social media platforms, website management, and digital tools (optional, based on the department).
- Critical thinking and problem-solving skills.

Job Benefits

- Hands-on experience in a professional work environment.
- Networking opportunities with faculty, staff, and professionals in the field.
- Exposure to various aspects of higher education administration and operations.
- Academic credit may be available, depending on the department and program requirements.
- Flexible work hours to accommodate academic schedules.
- Opportunity for mentorship and career development support.
- Potential for future employment opportunities with TCC.

How To Apply

Interested students should submit the following application materials:

1. Updated resume
2. Cover letter including a brief explanation of why you are interested in this internship and how it aligns with your career goals
3. Current transcript
4. Two professional or academic references

[Job Vacancies Portal Here:](#)