Southeast Community College Internship Program 2024

Description

Southeast Community College is thrilled to announce its Internship Program for the year 2024. This program offers students a unique opportunity to gain practical experience, develop skills, and contribute to the vibrant community at SCC. Join us for an enriching internship experience and make a positive impact on your academic and professional journey.

Responsibilities

- Collaborate with SCC departments to support ongoing projects and initiatives.
- Assist in organizing and executing college events, workshops, and activities.
- Contribute to administrative tasks, including data entry and document preparation.
- Engage in research and analysis related to community college education.
- Participate in team meetings and workshops to enhance professional development.

Qualifications

- Currently enrolled as a full-time undergraduate or graduate student at Southeast Community College.
- Pursuing a degree in a relevant field such as Education, Business, or a related discipline.
- Strong academic standing with a minimum GPA of 3.0.
- Excellent communication and interpersonal skills.

Experience

- Previous experience in a related field or through coursework is a plus.
- Familiarity with community college operations and resources is advantageous.

Skills

- Proficient in Microsoft Office suite (Word, Excel, PowerPoint).
- Strong organizational and time management skills.
- Ability to work collaboratively in a team environment.
- Adaptability and a positive, proactive attitude.

Job Benefits

- Gain hands-on experience in a dynamic community college setting.
- Networking opportunities with professionals in various departments.
- Exposure to real-world projects and challenges.
- Develop and enhance skills crucial for future career success.

Hiring organization
Southeast Community College

Employment Type
Intern

Duration of employment
6 Months

Industry
Higher Education

Job Location
Lincoln, Nebraska, United States, 68501, Lincoln, Nebraska, United States

Working Hours
8

Base Salary
10

Date posted
May 20, 2025

Valid through
25.02.2027

- Potential for academic credit, depending on departmental policies.

How To Apply

Interested candidates should submit a resume, cover letter, and a copy of their latest academic transcript to https://www.southeast.edu/current-students/cooperative-experience-internship-education.php. Please include "SCC Internship Application – 2024" in the subject line. Shortlisted candidates will be contacted for interviews.

Southeast Community College is an equal opportunity employer and encourages candidates of all backgrounds to apply. Join us in shaping the future of community college education.