

Seminole State College Internship Program 2024

Description

Seminole State College is thrilled to offer internship opportunities for motivated and aspiring individuals in 2024. Join our dynamic team and gain hands-on experience in higher education while contributing to meaningful projects and initiatives.

Responsibilities

- Support various departments in day-to-day operations and projects.
- Assist in organizing and coordinating events, workshops, and educational programs.
- Contribute to research and analysis on topics relevant to higher education.
- Participate in meetings and collaborate with faculty and staff.
- Assist in administrative tasks and special projects as assigned.
- Engage in professional development opportunities offered during the internship.

Qualifications

- Currently enrolled in an undergraduate or graduate program at Seminole State College.
- Strong academic record and a passion for higher education.
- Effective communication and interpersonal skills.
- Ability to work independently and collaboratively in a team.
- Detail-oriented with strong organizational abilities.
- Proficient in Microsoft Office Suite.

Experience

- Previous involvement in campus activities, clubs, or student organizations is advantageous.
- Familiarity with college policies and procedures is a plus.

Skills

- Excellent communication and interpersonal skills.
- Strong organizational and multitasking abilities.
- Adaptability to a fast-paced and dynamic work environment.
- Proficient in computer applications and technology.

Job Benefits

- Gain practical experience in the higher education sector.
- Networking opportunities with faculty, staff, and professionals.
- Exposure to diverse aspects of college administration and operations.
- Professional development and mentorship.
- Academic credit may be available based on the college's internship policies.

Hiring organization

Seminole State College

Employment Type

Intern

Duration of employment

6 Months

Industry

Education

Job Location

Seminole County, Florida, United States, 32772, Seminole County, Florida, United States

Working Hours

8

Base Salary

10

Date posted

June 9, 2025

Valid through

28.01.2027

How To Apply

Interested candidates should submit a resume, cover letter, and academic transcripts. Please include "Seminole State College Internship Application – 2024" in the subject line of your email. Shortlisted candidates will be contacted for interviews.

Seminole State College is an equal opportunity employer, and we encourage candidates of all backgrounds to apply.