



<https://www.internshipstoc.online/job/sinclair-community-college-internship/>

Sinclair Community College Internship Students Apply Now 2024

Description

Sinclair Community College offers a dynamic internship program for passionate students seeking to gain valuable hands-on experience and professional development in their chosen field. Interns will work alongside experienced faculty and staff across various departments, contributing to the college's vibrant learning environment. This program is designed to:

- Bridge the gap between academic learning and real-world experience.
- Develop essential professional skills and gain valuable workplace knowledge.
- Network with professionals and build connections within your industry.
- Strengthen your resume and increase your competitiveness for future career opportunities.

Responsibilities

- Assist with department-specific tasks as assigned, which may include:
 - Administrative support (filing, data entry, answering phones)
 - Research and project assistance
 - Event planning and coordination
 - Marketing and social media support
 - Content creation and writing
- Attend department meetings and actively participate in team discussions.
- Maintain a professional and positive demeanor while adhering to college policies.
- Demonstrate initiative, reliability, and a strong work ethic.

Qualifications

- Currently enrolled student at Sinclair Community College.
- Minimum GPA of 2.5 (preferred).
- Strong communication, interpersonal, and collaboration skills.
- Ability to work independently and as part of a team.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).

Experience

- Prior volunteer or internship experience (preferred).
- Experience relevant to your academic field or desired internship (a plus).

Skills

- Excellent organizational and time management skills.
- Strong attention to detail and accuracy.
- Ability to learn new skills quickly and adapt to a dynamic environment.
- Problem-solving and critical thinking skills.

Hiring organization

Sinclair Community College

Employment Type

Intern

Duration of employment

6 Months

Industry

Higher Education

Job Location

Dayton, Ohio, United States, 45402,
Dayton, Ohio, United States

Working Hours

8

Base Salary

10

Date posted

February 28, 2024

Valid through

23.02.2024

- Proficient in technology and social media platforms (a plus).

Job Benefits

- Gain valuable real-world experience in a professional college setting relevant to your field of study.
- Develop and enhance your professional skills and knowledge, making you a more competitive candidate in the job market.
- Network with faculty and staff, building valuable connections for your future career.
- Strengthen your resume and stand out to potential employers.

How To Apply

Interested students are encouraged to visit the Sinclair Community College Work-Based Learning website at <https://www.sinclair.edu/services/graduation-career/work-based-learning/> to:

- Explore available internship opportunities across various departments.
- Learn about specific requirements and application deadlines for each position.
- Complete the Student Application and agreement form.
- Schedule an appointment with the Work-based Learning Team.