INSTITUTE FOR

CAREER PLANNING

Adrian College

March 14, 2019

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Considering an internship in MAY, SUMMER OR FALL 2019?

ATTENDING ONE OF THE SESSIONS BELOW IS STRONGLY ENCOURAGED

DEADLINES ARE APPROACHING QUICKLY!

Internship Information Sessions



*All Internship
Packets must
include the
syllabus, resume,
be typed, printed,
initialed, and
signed before
being returned
to the Institute
for Career
Planning.*

Thursday, March 14, 2019 12:00pm - 12:30pm

GURDJIAN CONFERENCE ROOM - PEELLE HALL

Monday, March 18, 2019 12:00pm - 12:30pm

GURDJIAN CONFERENCE ROOM - PEELLE HALL

or

Tuesday, March 19, 2019 4:30pm - 5:00pm

GURDJIAN CONFERENCE ROOM - PEELLE HALL

or

Tuesday, March 26, 2019 12:00pm - 12:30pm

GURDJIAN CONFERENCE ROOM - PEELLE HALL

or

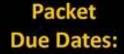
Thursday, April 4, 2019 12:00pm - 12:30pm

GURDJIAN CONFERENCE ROOM - PEELLE HALL

LEARN MORE ABOUT THE FOLLOWING:

INTERNSHIP PROCESS
SITE AVAILABILITY

DEADLINES & DUE DATES
PACKET PROCEDURE



APRIL 10, 2019 = "NEW" Site Packet
APRIL 16, 2019 = "EXISTING" Site Packet

Internship packets are due the <u>semester prior</u> to registering for an internship.

Link to the packets are found at:

http://adrian.edu/academics/career-planning/internships/
(bottom of the page)

Caine Student Center Institute for Career Planning 110 S. Madison Ave, Adrian. MI 49221 517-265-5161 x4392





STILL NEED AN INTERNSHIP?

There are over 300 plus "approved internships" available FOR CREDIT" listed in Handshake

The internships listed below are still seeking interns. If you are interested, please contact the Institute for Career Planning at careerplanning@adrian.edu.

HOSPICE OF LENAWEE INTERNSHIP



Hospice of Lenawee is seeking to fill their *I.T. internship* for the upcoming Fall semester. Interested in applying? Send resume to careerplanning@adrian.edu and list in the *subject line: Hospice of Lenawee-I.T. Intern. (Approved for academic credit up to 6 credits)*

AC-INTSTITUTE FOR CAREER PLANNING INTERNSHIP(S)

Adrian College Institute for Career Planning is seeking two interns for the Fall semester.

- Event Planning (Approved for academic credit up to 6 credits)
- Media Production (Approved for academic credit up to 3 credits)



HABITAT FOR HUMANITY INTERNSHIP(S)



Habitat for Humanity is seeking a **Development Assistant Intern** and **Social Media Marketing Intern** for the Fall semester. (**Both approved for academic credit up to 4 credits**)

BOYS & GIRLS CLUB OF LENAWEE INTERNSHIP(S)

Boys & Girls Club of Lenawee has openings for the following internships:

- Youth Development (Approved for academic credit up to 6 credits)
- Marketing-Communication Assistant (Approved for academic credit up to 6 credits)
- Social Media Coordinator (Approved for academic credit up to 6 credits)
- Mentoring Program Coordinator (Approved for academic credit up to 6 credits)



HEALTH DEPARTMENT INTERNSHIP



Lenawee County Health Department is seeking to fill their internship position, *Nursing/Health Education includes Environmental Health Technician & Emergency Preparedness*, for the Fall 2019 semester. Candidates interested in applying may submit resume to careerplanning@adrian.edu and list in the *subject line: Lenawee County Health Department Internship*.

(Approved for academic credit up to 6 credits)





AMERICAN OFFICE SOLUTIONS INTERNSHIP(S)

American Office Solutions has openings for the following internships:

- Sales intern (Approved for academic credit up to 6 credits)
- Content Creation (Pending academic credit approval)
- Graphic Design (Pending academic credit approval)



EMPLOYMENT OPPORTUNITIES: CAMPUS VISITS

IKUS Life Enrichment Services

Will be on campus.....

When: Wed., Mar. 27th

Where: Caine

Time: 11am-1pm

For more information about IKUS

Visit: http://ikuslife.org





Fifth Wheel Freight visits
AC Campus

When: Thurs., Mar. 28th

Where: Caine

Time: 9am-12pm

For more information

visit: www.fifthwheelfreight.com





Visits AC!

When: Thurs., Mar. 28th

Where: Caine

Time: 11am—2pm

For more information visit: www.springhillcamps.com

Summer Camp • Day
Camp • Youth & Group
Retreats



METRO DETROIT ALL-COLLEGE CAREER FAIR

Metro Detroit
All-College
Career Fair
Davenport University

Warren Campus 4th floor 27650 Dequindre Rd. Warren 48902



Thursday April 18, 1-3 pm

FREE Registration

View recruiting employers & register to attend at:

www.davenport.edu/career-services - "click" Events

Transportation Provided! Contact Career Planning NO LATER than Monday, April 15th if you require transportation!

Resume & Professional Dress Required







STAY CONNECTED WITH CAREER PLANNING

How do you stay connected?

Log into **HANDSHAKE** daily for our upcoming events and be the first to know about full and part time job, seasonal positions, and internships.

Like us on Facebook, follow us on Twitter, or check out our website.

OFFICE LOCATION

You can find us on the 2nd floor of Caine Student Center

SCHEDULING AN APPOINTMENT

Need to see a Career Planning staff member?
You can now schedule your appointments directly through your Handshake account!
https://adrian.joinhandshake.com/login

Any questions or concerns can be directed to us via email: careerplanning@adrian.edu or 517-265-5161 x4392

CONNECT WITH THE INSTITUTE FOR CAREER PLANNING

FACEBOOK: https://www.facebook.com/ACCareerPlanning?ref=hl

TWITTER: https://twitter.com/AdrianCollegeCP

WEBSITE: www.adrian.edu/academics/career-planning





Institute Hours

Monday—Friday 8:30am—5:00pm

Appointments: Scheduled through students Handshake

Drop-Ins (Non-Appointment): Wednesday & Thursday 3:00—5:00pm

