

Employer Internship Guide

Internships are the number one method for finding new hires. These opportunities offer an invaluable opportunity to learn about your organization and industry.

By having a Washington University intern, your organization will:

- Gain an extra set of hands for special projects
- Benefit year-round from the energy and enthusiasm of our students
- Have a cost-effective work force
- Broaden the image of your organization in the community and on campus
- Evaluate a student for the possibility of long-term employment
- Interning also allows a student to gain real-world experience and learn new skills while “trying on” a career.

JOB AND INTERNSHIP QUALIFICATIONS

Opportunities posted in CAREERlink must meet the following requirements:

Undergraduate Students

- Degree in progress or Require a college degree
- No or limited experience
- Full-time research, fellowships or post-graduate internships that start after graduation in May, August, or December
- Internships for summer or academic year

Graduate/Ph.D./Postdoctoral Students

- Advanced degree required
- Experience as appropriate
- Full-time to start
- Internships for summer or academic year

Alumni

- College degree required
- < 0-3 years' experience
- Full-time to start

At Washington University in Saint Louis We Focus on Quality:

We focus on opportunities that provide the best experiences for our students.

- Student interns should spend 80% of their time on substantive work projects
- Students should have the opportunity to observe and participate with professionals (staff and client meetings, presentations, etc.)
- Mentorship or supervisor to provide guidance
- Opportunities to develop specific skills (writing, research, presentation, industry-specific, etc.)
- Evaluation and feedback throughout the internship and at the conclusion of the program
- If your internship does not meet these qualifications, post it in our part-time job database.