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# Houston Community College Internship Program Fall 2024

## Description

Embark on a transformative educational journey with Macomb Community College's Internship Program in 2024. This internship provides students with the opportunity to gain practical experience, contribute to impactful projects, and develop skills essential for a successful academic and professional career.

#### Responsibilities

- **Departmental Support:** Assist in day-to-day tasks within specific departments, gaining exposure to the inner workings of academic and administrative functions.
- Student Engagement: Contribute to programs and initiatives that enhance student life, involvement, and community engagement.
- Event Coordination: Support the planning and execution of college events, including orientations, workshops, and seminars.
- Research and Analysis: Engage in research projects that contribute to the improvement of college programs and services.

## Qualifications

- Currently enrolled as a full-time student at Macomb Community College.
- Pursuing a degree or certification in a relevant field, such as education, administration, technology, or liberal arts.
- Strong academic performance with a minimum GPA of 3.0.

#### Experience

- Previous coursework or involvement in campus activities is advantageous.
- Familiarity with the college's programs, culture, and values is a plus.

#### Skills

- 1. Communication: Excellent written and verbal communication skills.
- 2. **Teamwork:** Ability to collaborate effectively with diverse teams in an educational setting.
- 3. Adaptability: Flexibility to navigate various tasks and responsibilities within a community college environment.
- 4. **Initiative:** Willingness to take on new challenges and contribute proactively to projects.

#### Job Benefits

- Educational Exposure: Gain a deeper understanding of community college operations and functions.
- Learning Opportunities: Access to training sessions, workshops, and engagement with academic professionals.
- Networking: Connect with faculty, staff, and fellow students, building

Hiring organization Houston Community College

Employment Type Intern

**Duration of employment** 6 Month

Industry Education

#### Job Location

Houston, Texas, United States, 77002, Houston, Texas, United States

# Working Hours

8

Base Salary

Date posted November 6, 2024

Valid through 10.12.2025

valuable connections.

• **Career Development:** Potential opportunities for future employment or recommendation letters.

### How To Apply

To apply for Macomb Community College Internship Program 2024, please submit your resume, cover letter, and any required documents. Ensure your email subject line reads "MCC Internship Application."

Macomb Community College is an equal opportunity employer and values diversity in its student body and workforce. Join us in shaping the future of education!