HOW TO FIND AN INTERNSHIP

STEP 1: Identify two to four industries to pursue (meet with a career counselor for help)

STEP 2: Master resume and cover letter writing

STEP 3: Engage in the internship search – Divide your time into three parts:

- 70% Networking
  - BrownConnect Linkedin Alumni Tool
  - 3 Fs – Family, Friends, Faculty/Campus Speakers
  - Past Supervisors
  - High School Alumni

  Email to set up a phone appointment.
  Two-part conversation:
  - Tell about yourself
  - Ask for advice

  I’m interested in your work as an astronaut. Can we set up a time to speak on the phone so I could ask you about your experience in the field?

- 20% Online Searching
  - BrownConnect
  - Handshake
  - Organizations suggested via networking
  - USAjobs.gov – Government internships
  - CareerLAB website – Explore Career Fields
  - International Opportunities

- 10% Cold Calling
  - Selective and occasional
  - Calling is better than email

  I’m a sophomore at Brown University and I see that you’re involved in TV sitcom development. Is there someone I could speak to about a possible internship?

BrownConnect is your one-stop-shop for internship and research opportunities, alumni connections and funding.

Explore brownconnect.brown.edu

THINGS TO CONSIDER

International Opportunities
- BrownConnect
- Goin Global

Academic Credit – Brown’s Policy
LINK Funding