

Cape Cod Community College Internship Opportunities 2025

Description

Embark on a meaningful and dynamic learning experience with Cape Cod Community College's Internship Opportunities for 2024. As an intern, you will have the chance to contribute to the college's mission of fostering student success, community engagement, and academic excellence. This internship program offers a well-rounded experience in a supportive educational environment.

Responsibilities

- Support faculty and staff in various academic and administrative functions.
- Assist in the coordination and execution of campus events and programs.
- Contribute to the development and implementation of student support services.
- Participate in outreach initiatives to engage with the local community.
- Collaborate on projects related to institutional development and improvement.

Provide assistance in student advising, registration, and other academic services.

Qualifications

- Currently enrolled in an accredited undergraduate or graduate program.
- Pursuing a degree in education, administration, communication, or a related field.
- Strong academic record and a genuine interest in higher education.
- Excellent communication and interpersonal skills.
- Ability to work independently and collaboratively in a team.
- Familiarity with educational technology and software is a plus.

Experience

While prior internship experience is not mandatory, any exposure to educational settings, program development, or community engagement would be advantageous.

Skills

- Strong written and verbal communication skills.
- Organizational and time-management abilities.
- Adaptability and a willingness to learn.
- Proficiency in Microsoft Office Suite.
- Ability to work effectively in a diverse and inclusive environment.
- Customer service-oriented mindset.

Job Benefits

- Professional development opportunities.
- Exposure to various aspects of community college administration.
- Networking opportunities within the educational community.
- Mentorship from experienced professionals.

Hiring organization

Cape Cod Community College

Employment Type

Intern

Duration of employment

6 Month

Industry

Education

Job Location

Barnstable, Massachusetts, United States, 02630, Barnstable, Massachusetts, United States

Working Hours

8

Base Salary

10

Date posted

December 17, 2024

Valid through

10.12.2025

- Potential for academic credit (if applicable).

How To Apply

To apply for the Cape Cod Community College Internship Opportunities 2024, please submit your resume, cover letter, and a copy of your latest transcripts. The subject line should include "CCC Internship Application."

Cape Cod Community College is an equal opportunity employer, and we encourage individuals from all backgrounds to apply. Successful candidates will be contacted for interviews.