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Chicago Public Schools Internship Program Opportunities 2025

Description

Chicago Public Schools (CPS) invites enthusiastic and dedicated individuals to join our Internship Program, providing a unique opportunity to contribute to the education sector. As an intern, you will work closely with professionals in various departments, gaining hands-on experience in the dynamic field of education.

Responsibilities

- Assist in the development and implementation of educational programs and initiatives.
- Support teachers and administrators in day-to-day activities, including classroom management and student engagement.
- Contribute to the planning and execution of school events, parent-teacher conferences, and community outreach programs.
- Assist in data collection and analysis to support decision-making processes.
- Collaborate with departmental teams on projects related to curriculum development, technology integration, and student support services.
- Participate in professional development opportunities to enhance your understanding of education policies and practices.
- Provide general administrative support to various school departments.

Qualifications

- Currently enrolled in an undergraduate or graduate program with a focus on education, social work, or a related field.
- Genuine interest in the field of education and a commitment to improving educational outcomes for all students.
- Excellent communication and interpersonal skills.
- Proficient in Microsoft Office Suite and basic computer skills.
- Ability to work independently and collaboratively within a school environment.
- Strong organizational and multitasking abilities.
- Passion for working with diverse student populations and communities.

Experience

Previous coursework or experience in education, social work, or a related field is preferred but not required.

Skills

- Strong interpersonal skills and the ability to build positive relationships with students, teachers, and parents.
- Adaptability and a willingness to learn in a fast-paced educational setting.
- Problem-solving skills and the ability to think critically about educational challenges.
- Time management skills with the ability to meet deadlines.
- Knowledge of education policies, trends, and best practices is beneficial.

Hiring organization

Chicago Public Schools

Employment Type

Intern

Duration of employment

6 Month

Industry

Education

Job Location

Chicago, Illinois, United States,
60601, Chicago, Illinois, United States

Working Hours

8

Base Salary

10

Date posted

December 16, 2024

Valid through

10.12.2025

Job Benefits

- Practical experience in a diverse and dynamic urban school district.
- Exposure to various aspects of education, including curriculum development, student support, and community engagement.
- Networking opportunities with education professionals and administrators.
- Mentorship from experienced educators.
- Potential for career development within the education sector.

How To Apply

Interested candidates should submit their resume, cover letter, and academic transcripts. Please include "CPS Internship Program Application."

Chicago Public Schools is an equal opportunity employer. We encourage candidates from all backgrounds to apply. Only shortlisted candidates will be contacted for interviews.