



<https://www.internshiptimes.online/job/norwalk-community-college-internship/>

Norwalk Community College Internship Employment 2025

Description

Norwalk Community College is offering internship opportunities for motivated individuals in 2024. This program aims to provide valuable exposure to the higher education sector, allowing interns to contribute to the college's mission while gaining practical experience and skills.

Responsibilities

- Collaborate with different departments to assist in ongoing projects and initiatives.
- Support event planning and coordination for campus activities.
- Provide administrative support to faculty and staff.
- Research and compile data for reports and presentations.
- Foster engagement with students, faculty, and staff to enhance the campus experience.
- Contribute innovative ideas to improve campus processes and services.

Qualifications

- Currently enrolled as a student at Norwalk Community College in the year 2024.
- Strong organizational and multitasking abilities.
- Excellent communication and interpersonal skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Ability to work both independently and collaboratively.
- Enthusiastic about making a positive impact on the campus community.

Experience

No prior work experience is required; however, previous involvement in campus organizations, clubs, or volunteer activities is advantageous.

Skills

- Time management and organizational proficiency.
- Strong written and verbal communication skills.
- Attention to detail and accuracy in tasks.
- Adaptability and a proactive learning attitude.
- Problem-solving and critical-thinking abilities.

Job Benefits

- Practical experience in a higher education environment.
- Networking opportunities with faculty, staff, and peers.
- Exposure to various aspects of campus operations and administration.
- Professional development and skill enhancement.
- Flexible work hours to accommodate academic schedules.

Hiring organization

Norwalk Community College

Employment Type

Intern

Duration of employment

6 Month

Industry

Education

Job Location

Norwalk, Connecticut, United States, 06851, Norwalk, Connecticut, United States

Working Hours

8

Base Salary

10

Date posted

December 17, 2024

Valid through

10.12.2025

How To Apply

Interested candidates are invited to submit their resume and a cover letter expressing their interest in the internship. Please use "NCC Internship 2024 Application" as the subject line. Shortlisted candidates will be contacted for interviews.