



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

Sinclair Community College Internship Graduate Students 2025

Description

Sinclair Community College is excited to introduce the Internship Program for Graduate Students in 2024, providing a unique opportunity for graduate students to gain hands-on experience in a dynamic educational environment. This program aims to offer practical learning experiences, mentorship, and exposure to various facets of academic administration.

Responsibilities

- Collaborate with faculty and staff on specialized projects aligned with your field of study.
- Assist in research, data analysis, and reporting activities.
- Support academic and administrative initiatives within the college.
- Attend and actively participate in team meetings and professional development sessions.
- Execute tasks and responsibilities as directed by the assigned supervisor.
- Engage in networking opportunities within the academic community.

Qualifications

- Enrollment in a graduate program at Sinclair Community College or a related field.
- Strong academic record and a commitment to higher education.
- Excellent communication and interpersonal skills.
- Ability to work independently and collaboratively.
- Demonstrated organizational and problem-solving abilities.
- Passion for contributing to the educational experience of students.

Experience

- Previous experience in student affairs, academic advising, or related areas is a plus.
- Familiarity with higher education policies and procedures.

Skills

- Proficient in Microsoft Office suite (Word, Excel, PowerPoint).
- Strong organizational and time-management skills.
- Adaptability to a diverse and evolving educational environment.
- Excellent interpersonal and teamwork skills.
- Attention to detail and accuracy in work.

Job Benefits

- Exposure to various aspects of higher education administration.
- Mentorship and guidance from experienced professionals.
- Networking opportunities within Sinclair Community College.

Hiring organization

Sinclair Community College

Employment Type

Intern

Duration of employment

6 Month

Industry

Education

Job Location

Dayton, Ohio, United States, 45401,
Dayton, Ohio, United States

Working Hours

8

Base Salary

10

Date posted

December 18, 2024

Valid through

10.12.2025

- Potential for continued professional development.
- Competitive internship stipend.

How To Apply

Interested candidates should submit their resume, cover letter, and a copy of their current academic transcript Please use the subject line "Sinclair Grad Internship 2024 Application." Shortlisted candidates will be contacted for interviews.

Sinclair Community College is an equal opportunity employer. We encourage applications from individuals of all backgrounds and experiences.