

Wofford Internship Schedule

The Resume

Update your resume with your summer jobs, shadowing opportunities or summer school classes. Many employers begin hiring as early as September, so make sure your resume is ready to send out. **TO DO: September**

The Online Resources: Make sure you're signed up for [Handshake](#), [LinkedIn](#) and [MyMentor](#). **TO DO: September and October**

The Strategy Overview: Meet with a Career Center staff member to discuss the internship search strategy. Searching for internships is more than just a Google search. Over 50% of your time while searching for internships should be spent networking. We can teach you how to develop and use your personal network as well as the Wofford Alumni Network. **TO DO: September and October**

The Strategy in Practice: You know what type of internship you're looking for and you know how to efficiently search. Now it's time to put that into practice. Informational interviews are a great way to learn from successful people in your field so start reaching out to your network. **TO DO: October through January**

The Events: The Career Center hosts events throughout the year that focus on bringing employers and alumni to campus for networking opportunities. Lunch and Learns, Career and Global Entrepreneurship Week events and Job Fairs are great times for you to grow your personal network and send out your resume. Most events have an encouraged RSVP, so keep your eye on the Daily Announcements! **TO DO: All year; Career Week is in October**

The Applications: It is never too soon to start applying for summer internships. If you find one that looks interesting to you, apply for it! Check in with the Career Center if you need help with application requirements such as cover letters or personal statements. **TO DO: October to January**

The Interviews: You applied and got a phone call asking to interview! The Career Center staff strongly encourages you to go through at least one mock interview prior to your interview. We have tips to help you answer the tricky behavior questions, and we can recommend the best way to present yourself during the interview. **TO DO: January through March**

The Funding or The Credit: Most employers understand the importance of paying interns for their contributions, but you will still find a few that only offer unpaid internships. The Career Center doesn't want money to stand in the way of your dream internship, so we offer stipend available by application. *Stipends are competitive so apply early and put some effort into the application.* **TO DO: April and May**