

Summer Jobs & Internships

WAYS TO FIND SUMMER JOBS & INTERNSHIPS

There is often little difference between a summer job and a summer internship. “Job” usually connotes work for pay while “internship” implies that the organization assumes a teaching role of sorts and may or may not provide compensation. Either way, there are tens of thousands of such opportunities available to college students each summer and many ways to uncover them. We recommend that you use several of the following methods:

- 1) Use our online database of over 600 select internships.** You can search the internships by academic major, class year, as well as geographic location at this location: <http://internships.cals.cornell.edu/>. After reading the summary on a particular internship, you may refer to our internship file drawers for a complete folder on each opportunity. Apply directly to the organization, using the contact information provided.
- 2) Contact CALS alumni who have volunteered to help.** There are several hundred alumni in Alumni Career Link, most of whom will offer job search advice or names of people to contact; some will even help arrange an interview within their organization. Access the database through our homepage at <http://acl.cals.cornell.edu>.
- 3) Network.** Most people find their summer positions through personal contact and referral. In addition to networking through Alumni Career Link, look for referrals and information from parents, friends, previous employers, and others. Login to Cornell’s Summer Experience Survey results <http://www.career.cornell.edu/surveysAndSalary/summer.html> to view over 6500 records. The survey can help you find ideas for internships you might not have known about. It will also help you consider your goals and the practical factors related to selecting a summer position. Professors and other people in your academic department can be very helpful. We have excellent networking information in the form of hand-outs, books, and individual assistance.
- 4) Refer to job postings on Cornell CareerNet or on Bear Access.** On Cornell CareerNet you’ll find a listing of national and international opportunities both paid and volunteer from organizations seeking Cornell students. You may also refer to “Student Jobs and Internships” on Bear Access where you’ll find a nice variety of paid and volunteer opportunities on the Cornell campus, in Ithaca, or Tompkins County. This site also lists all nationwide summer camp job postings.
- 5) Use special directories and bulletins in our office.** We have many good resources, including [Vault Guide to Top Internships](#), [Peterson’s Internships](#), [The Internship Bible](#), [Washington Internships](#), [Ferguson’s Guide to Internships and Summer Jobs](#). We also have internship binders that have job listings in thirteen different career areas including human rights, media and advertising, green jobs, social & community service, top American companies, sports, Washington jobs, and seasonal employment. You can access online versions of the internship lists at <http://www.cals.cornell.edu/cals/current/career/find/internships/index.cfm>.
- 6) Participate in our recruiting program.** Between the Fall and Spring semesters, 20(+) employers visit our office to interview students for summer positions. Most of these positions have a business or science focus. There are also a number of employers who will recruit through the University-wide career office (Barnes Hall) for which you will be able to apply. On-campus opportunities are listed on the Cornell CareerNet system. Please note, you are required to take an online tutorial before you can apply to these jobs, so make sure to plan ahead. Ask a CDO staff member for information on recruiters with summer positions.
- 7) Create your own.** Each year a good number of CALS students find their summer positions by sending letters and resumes directly to employers who haven’t publicized their openings - many employers don’t publicize them. The “Employer Information” section of our career library contains information on all different types and sizes of employers across the country and the world.

It can be searched quickly by academic major or by topics such as environment or nonprofit. Additionally, if you receive Federal Work Study and have found a paid job in the U.S., make sure to check out the develop your own (DYO) Summer job or Internship program. This program may pay up to 60% of the salary for the job. For information: <http://www.career.cornell.edu>.

8) Use the web. The web can be used in several ways to explore and find an internship. You can use job search websites that post positions (e.g., studentjobs.gov, internjobs.com) or those which will help you find lists of potential employers (e.g., CareerSearch, Yellow Pages, Manta.com) You will find many of these helpful links on the CALS Career Development website at <http://www.cals.cornell.edu/cals/current/career/>.

HOW TO INCREASE YOUR SUCCESS RATE

- 1) Know what you're seeking.** Employers are most interested in hiring students who know what they want to do, i.e., can explain their career interests at least reasonably well. Make an appointment with one of our staff members if you need some assistance.
- 2) Develop or sharpen your job search skills.** We offer all kinds of information and assistance on information interviewing, networking, writing resumes and cover letters, and interviewing. Take advantage of our seminars, handouts, and one-to-one coaching sessions.
- 3) Start early.** Most applications need to be filed in February and March, a few later and a few earlier. However, the Fall semester is a good time to start researching options and working on job search skills.

FREQUENTLY ASKED QUESTIONS

- 1) I have to save money this summer, but the internships that interest me pay little or nothing. Any suggestions?**

You might consider a “buffet-style” summer in which you work, for example, twenty or thirty hours per week in an appealing but low-paying internship and an additional twenty or so hours in a job that simply pays well.

- 2) My parents want me to live at home for financial reasons, but the internship I want is in another city where my living expenses would be high. What can I do?**

Housing is usually the biggest single living expense. You might check with the colleges in the city you have in mind to ask about affordable summer housing. Some summer housing information is available through the CDO library in the Internships section. This is often a good, safe way to cut costs. You could also generate additional income by taking another part-time job.

- 3) How can a freshman get a good summer job or internship when employers seem to prefer juniors?**

It is true that freshmen and sophomores generally have a more limited number of options than upperclassmen, BUT there are angles. Part-time and volunteer work often enable a freshman or sophomore to gain some good resume-building experience and “get a foot in the door.” Even a small amount of experience in a field of interest can make a person much more competitive for the following summer. Also, strong skills in writing resumes and impressing people in an interview can make a big difference. Finally, the staff in the CALS CDO is always available for coaching and strategizing.

Tell me ... and I'll forget,
Show me ... and I may remember,
Involve me ... And I'll understand.