

DU CAREER CENTER: INTERNSHIP & VOLUNTEER OPPORTUNITIES

To make an appointment email career@du.edu or call 303-871-2150. Drop-In times are also available Monday-Friday, contact for exact times. The Career Center is located in the Driscoll Student Center South, Suite 30--beneath the bookstore.

TWO WAYS TO FIND AN INTERNSHIP

Reactive:

- Apply to existing internships found on websites or in databases. At minimum, everyone should use this method.
- Meet with a DU Career Advisor to learn how to access DU's internship (and job) databases and also how to set up an electronic search agent in order to receive automatic email alerts when an interesting internship is advertised.
- Search the [careers in biology](#) on the Career Center's website, particularly the links on the right side of the page.
- The [RIT: Life Sciences Jobs and Internships](#) is particularly valuable. Students who find an interesting internship in a location that is not practical for them should consider whether any comparable organizations exist elsewhere.

Proactive:

- Propose an internship to an organization that does not yet know how beneficial you can be as their intern. You have no competition from other students and will gain confidence in promoting yourself.

APPROACH AN INTERNSHIP AS A JOB

First or second year students, like older students, need to develop a resume and cover letter as well as learn how to sell themselves in person. The [DU Career Center](#) website has resources for all of these, but for maximum value, these resources should be combined with seeing a Career Advisor. *Not meeting with a Career Advisor is a missed opportunity. Obtaining an internship is similar to obtaining a job after graduation: the student needs to show he/she is the best candidate among the many applicants for a position. This takes significant planning and effort.*

RESUMES/COVER LETTERS/INTERVIEWS

- **ALL** students (first year through senior) need to develop a resume and cover letter as well as learn how to interview by phone and in-person.
- Workshops are available on resumes/cover letters and interviewing. Login to www.du.edu/pioneercareers and go to Events to see the current schedule. You can also schedule individual appointments to review your documents with a Career Advisor.

REMEMBER: Employers care most about how the student will benefit them. They don't want students to cost them time and money. Students need to learn how to sell themselves and how to separate themselves from their competition. Retailers call this **branding**. For example, if the student received a \$50,000 academic merit scholarship to study Biology at DU, that means DU really wanted that student. If the student doesn't help the employer see that DU already recognized his/her future potential through the \$50,000 award and that the qualities that attracted DU's attention are the same qualities that the student will bring to an internship or shadowing experience, the student has missed a valuable opportunity to promote him or herself.

VOLUNTEER EXPERIENCES

Volunteer or shadowing experiences at local hospitals or clinics show employers that a student’s interest is more than a whim. Virtually all hospitals have volunteer programs. For example: [Swedish Medical Center](#) (about 2.7 miles from the DU campus). A recent DU student volunteering there stated: “You may choose options based on your schedule/department availability. This is great opportunity to become better exposed to the medical field. I work in the pre-op and post-op departments and have been able shadow surgeons. It is a commitment – 6 months (at 4 hours a week) are required as a minimum volunteer time - however I would say it's very worth it.”

Virtually all hospitals in Colorado have volunteer programs.

ORGANIZATION	WEBSITE/CONTACT
Centennial Area Health Education Center	http://www.cahec.org/
Central Colorado Area Health Education Center	http://www.centralcoahec.org/
Children’s Hospital of Colorado	http://www.childrenscolorado.org/give/volunteer/index.aspx
Craig Hospital	https://craighospital.org/volunteer
Exempla Lutheran Medical Center Volunteer Services	http://www.lutheranmedicalcenter.org/about/volunteer-program/become-a-volunteer/
National Jewish Health	http://www.nationaljewish.org/help/volunteer/
Porter Hospital Volunteer Services	http://www.porterhospital.org/volunteers
Presbyterian/St. Luke’s Medical Center Volunteer Service	http://www.pslmc.com/careers/volunteers/
San Luis Valley Area Health Education Center	www.slvahcec.org
Southeastern Colorado Area Health Education Center	http://www.secahec.org/
Southwestern Colorado Area Health Education Center	http://swcahec.org/
St. Joseph’s Hospital Volunteer Program	http://www.exemplasaintjoseph.org/volunteer
Swedish Medical Center's Volunteer Service	http://www.swedishhospital.com/about_swedish_medical_center/volunteer_services/
University of Colorado Health	https://www.uchealth.org/Pages/Give-to-UCHealth/Volunteer.aspx
Western Colorado Area Health Education Center	http://wcahec.org/