Internship Searching Guide

Prepare Your Documents and Marketing Materials
- Webshops: [http://careerservices.lafayette.edu/students/access-career-resources/market-yourself/](http://careerservices.lafayette.edu/students/access-career-resources/market-yourself/)
  - Resumes, Cover Letters, LinkedIn, Interviewing
- Handouts in Career Services and Career Library Books

Search for Internships & Research Employers
- Career Vault via website or directly at [https://lafayettecareervault.experience.com/experience/login](https://lafayettecareervault.experience.com/experience/login)
- Access Career Resources: [http://careerservices.lafayette.edu/students/access-career-resources/](http://careerservices.lafayette.edu/students/access-career-resources/)
- Career Services Internship page: [http://careerservices.lafayette.edu/students/gain-experience/internships/](http://careerservices.lafayette.edu/students/gain-experience/internships/)
  - CareerSearch to find organizations: [http://careersearch.net/client](http://careersearch.net/client)
  - LACN: [https://lacn-csm.symplicity.com/students/index.php](https://lacn-csm.symplicity.com/students/index.php)
- Networking: who’s in your network?
  - Reach out for informational interviews with family, friends, faculty, coaches, neighbors, alumni, etc.
- LinkedIn: [http://careerservices.lafayette.edu/students/access-career-resources/market-yourself/using-linkedin-effectively/](http://careerservices.lafayette.edu/students/access-career-resources/market-yourself/using-linkedin-effectively/)

Apply for Opportunities
- Identify alumni or others in your network to provide advice
- Customize cover letters (Webshop: “How to Write Cover Letters”)
- Follow-up in 7 – 10 days
- Applying to 20 or more internships is a good strategy!
- Learn more about the Robert Beane ’58 Intern Scholar Program and our alumni and class gift funded Internship Stipend program. Applications are available on the Career Services website. [http://careerservices.lafayette.edu/students/gain-experience/internships/](http://careerservices.lafayette.edu/students/gain-experience/internships/)
- Learn more about our Housing Award Program for students interning in the Lehigh Valley on our website. [http://careerservices.lafayette.edu/students/gain-experience/internships/](http://careerservices.lafayette.edu/students/gain-experience/internships/)

Prepare for Interviews
- Webshops: [http://careerservices.lafayette.edu/students/access-career-resources/market-yourself/in-interviews/](http://careerservices.lafayette.edu/students/access-career-resources/market-yourself/in-interviews/)
  - “Interviewing Made Simple”
  - “Interviewing with Ease”
- Know your resume and your “stories”
- “Recruiters in Residence” Mock interviews-check the Career Vault
- Mock Interviews with Career Services staff or alumni
- Interviewing prep handouts in Career Services