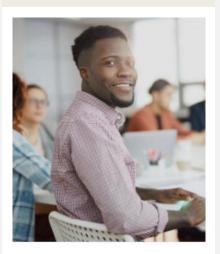
Eagle I.O's Guide to Finding an Internship

While there are no golden rules, keep these four A's in mind:

- Any internship is better than no internship.
- Accomplishing great things is what proves your worth to others.
- Ask connections about potential internship opportunities.
- Always look upwards every position should be better or more challenging than the last.

"Providing internship opportunities... changes the whole equation."
- Eduardo J. Padrón



Resume/CV:

Even if you do not have much professional experience, there are ways to write a resume that highlights your qualifications for the internship. A student resume can include relevant coursework, hobbies that give you transferable skills or personal traits that will aid you in your professional life.

Personal Network

Social capital is the name of the game. If you aren't talking to an actual person, you are doing it wrong. The *single most effective* way to land an internship is to earn the trust and respect of another professional. They will guide you, go to bat for you, and recommend you. More importantly, your goal should be to develop friendships with others. This can be an alumnus, a recruiter, a fellow I/O professional, a manager, or a friend or family member. At the least, others can provide an important source of information on opportunities: colleagues, a future opening, or similar companies.

Finding Positions

There are numerous sources of internships, many of which are localized in the NYC and surrounding areas. Here are a few options:

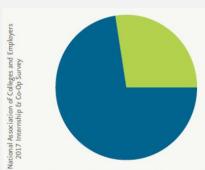
- <u>SIOP JobNet</u>: While it offers more jobs than internships, this is a great place
 to begin identifying the types of companies, places, or positions which may
 be interested in interns if you are willing to reach out to the primary contacts.
- Montclair Facebook Group: The purpose of the group is to circulate job openings, internships, program events, and broader I/O or HR events to help our grads and alumni expand their opportunities.
- <u>LinkedIn Jobs</u>: LinkedIn offers the advantage of creating job profiles to redirect you to positions similar to your keywords, career interests, and skills searched. You can also set up job alerts for relevant searches, so when a new position opens you'll be notified by email.
- Find Internships: Search in the New Jersey and NYC area for relevant internships.
- <u>Indeed</u>: Search using the term "internship" with I/O psychology key words (e.g., talent management, assessment, org effectiveness, coaching, HR consultant).
- SHRM Jobs: The Society for Human Resource Management is the largest professional organization catering primarily to HR practitioners and administrative responsibilities. You can find numerous opportunities in their Job Search database.
- Online Search Firms: Companies like global talent, way up, and APPIC offer various algorithms, networks, and strategies to help match students to ideal internships.
- <u>Volunteering</u>: You can volunteer for roles and projects with Eagle IO, SIOP, METRO, or other professional organizations in the area. This can help grow a network while also building skills.

The traditional internship model entails working in exchange for experience, but paid internships are becoming more common.

The availability of paid internships may depend on:

- 1. Industry or professional
- 2. Role responsibilities
- Experience required
- 4. Length of internship
- 5. Inclusion of class credit





72.7% of interns receive a full-time job offer from the company they interned for. 85.2% of those interns accepted the full-time position.

Finding People and Companies

Another strategy is to identify the *companies* or *people* you wish to work for, find the appropriate contacts (preferably I/O related), and then proactively reach out for a shadow interview and/or direct pitch on why you would make an excellent addition to their team. You may be able to find their contact information on LinkedIn. If not, send them a message introducing yourself and asking to connect!

Finding Consulting Companies

Beyond the larger I.O consulting companies listed above, most I.O psychologists end up working in large managerial or HR consulting firms. The site <u>consulting bench</u> provides detailed profiles of over 600 consulting firms categorized by service line and location.

Best Places to Work

There are numerous rankings and lists available. Either way, any company making any of these lists is likely to value and prize what I/O psychology has to offer. There is a strong chance that these businesses would actively employ someone with a background in I/O Psychology and, if not, at least have a culture which values strategic HR, employee engagement, and visionary leadership. Try Fortune's 100, Glassdoor, or JUST Capital for three separate ranking approaches.

Finding Local I.O Psychologists

Probably the best way to find a job is to seek out other personnel management professionals: I/O psychologists themselves! A good way to identify local I/O psychologists is to search the membership database (if you are a student member) of the SIOP directory.

If you restrict your search to I/O psychologists in the NJ, NY, or PA area, then you are likely to find:

- (a) companies and locations that hire I/O psychologists, and
- (b) an opportunity to introduce yourself or find the person indirectly through your networks on LinkedIn.

Start Early:

If you want a summer internship, start preparing far in advance. Early applicants have an advantage in the process since employers are likely to notice them first. Some internship positions have early deadlines, so starting early ensures that you are taking advantage of all opportunities.



Eagle I.O Dickson Hall, 1 E Normal Ave, Montclair, NJ 07043



eagleio@montclair.edu



https://eagle-io.weebly.com/



linkedin.com/company/eagle-i-o/



Creators: C. Notari & P. Wiedmann

References:

Indeed.com. (2021, January 23). How to Find a Summer Internship. Indeed Career Guide. https://www.indeed.com/career-advice/finding-a-job/how-to-find-a-sumper-internship.

