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Fall '07 Intern
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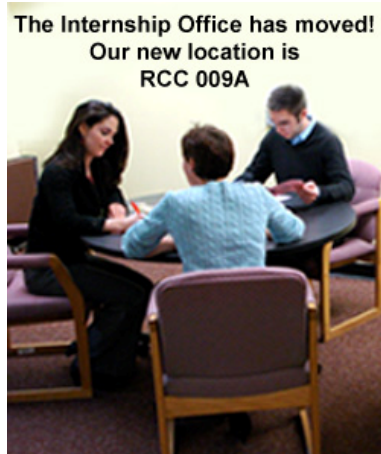
Career Services

Campus Center
Room 008
(508) 531-1328
Internship Office
Room 009-A
jpaganelli@bridgew.edu

WHERE TO START

- If you are seeking academic credit, meet with the faculty internship coordinator in your department.
- Research internship leads through your department, the internship database and other resources in Career Services.
- Make an appointment with a Career Counselor, (508) 531-1328.
- Prepare a cover letter and resume; have it critiqued at Career Services

Internship Program Moves Across the Hall from Career Services Main Office



During Winter Break Bridgewater State College's Internship Program moved to a new location, Room 009-A within the Campus Center. The office is located directly across the hallway from the main entrance to the Career Services Office, Room 008.

Students, faculty and staff are welcome to stop by and check out our new location. In addition to conducting research through the online internship database, students are welcome to review all manual files for each employer listed in the database. Many of the manual files consist of employers' newsletters, company internship application, along with internship descriptions for each position.

Bridgewater State College's Job Shadow Program Grows this Year

Bridgewater State College's Job Shadow Program and **MEDITECH's Job Shadow Program** are both growing, as evidenced by this year's large pool of applicants; over 30 students applied this year. The Program is designed to give undergraduate students from all majors short term exposure either one day or a half day to an industry or career path of interest. Students have the opportunity to observe employers and alumni in unique work settings. For students interested in business, **MEDITECH** partnered with BSC last year and continues to offer their own tailored job shadow program at their Canton, MA facility.

Some of the placements that hosted BSC students included the Chief Medical Examiner's Office, WSI (a weather forecasting facility), Kirkland, Albrecht & Fredrickson, P.C., (KAF), May Institute, Metro South Chamber of Commerce and Boston Magazine just to name a few.

A few testimonials include:

Basilio Almeida, Jr.: "It was an excellent day; great experience from beginning to end".

Debra Hilton: "The receptiveness of the staff at the Chamber was awesome. I truly enjoyed the fact that we were able to sit in on one of the board meetings and were allowed to give our input into the discussion".

Janet Pouliot: "KAF was great! I was mentored by a BSC alumna. The Job Shadow Program exceeded my expectations".

Joseph Vivar: "Very effective day and MEDITECH staff covered a lot of information. I learned about the various departments and how they are all integrated".



Augusto Gonsalves '10 shadowed at the Chief Medical Examiner's Office and the Dept. of Industrial Accidents both in Boston.

Robert Matheson '08

Major: Communication Studies ~ Minor: English

Office of Institutional Communication/Boyden Hall, Bridgewater State College & Jane Doe, Inc. – Fall 2007

By Robert Matheson; "Two Internships are Better than One!"

The Fall of 2007 marked my final semester here at Bridgewater State College. I was fortunate to have secured two internship sites; I worked as a paid intern in the Office of Institutional Communications at BSC and as an unpaid intern at Jane Doe Inc., a non-profit organization located in Boston. I searched through the college's internship database and found two placements that incorporated my interests in writing and communications.



Being an aspiring writer, I knew that a position in the communications office at BSC would give me the experience I needed to pursue a writing career after graduation. I was given a desk next to my site supervisor, John Winters, who is an experienced reporter. The job consisted of covering important events on campus through interviews, research and photography. The best part was that after about a week of learning some guidelines, I was given complete creative freedom with the material that was published online for the entire campus community to see. I have created a portfolio of these published stories, including the Work 'N' Serve Expo, the Sarah Lewis documentary, BSC's Distinguished Speaker Series and recycling program, as well as various student-run events and personal stories of accomplishment from students and faculty alike. It was great to talk with so many interesting people on campus and attend college events that I would have never experienced otherwise. I also got to know many important faculty members that are working hard and accomplishing so much. I never realized how many amazing things go on at BSC on a day-to-day basis. This internship definitely honed my skills in editing, photography and journalism and connected me with important individuals at BSC.

My second internship was with the Men's Initiative Program at Jane Doe Inc., an organization that specialized in the education and prevention of domestic and sexual abuse against women. During my time there I wrote news stories about anti-violence events and self-published them on the website. My supervisor, Craig Norberg-Bohm, and I researched local anti-violence events and created action guides based on that research. Those guides are to be available at the organization's White Ribbon event in February for different organizations and individuals to reference when starting their own projects. Attending forums and working with a well-known agency introduced me to head organizers of other organizations in the battle against domestic violence. This internship gave me experience in communications and promotions, while also giving me the opportunity to support a very good cause.

Internships are definitely the first step to establishing a career after graduation. They give you experience and focus with room for growth, while not putting all the pressures of a new career on your shoulders. It's all about networking.

Employer Profile: Government

Commonwealth of Massachusetts/ HR Division

One Ashburton Place

Boston, MA 02108

Tel: (617) 878-9820

Main: (617) 878-9700

Contact person: **Ms. Juanita Allen**

Recruitment and Outreach Manager

Seeking all majors

Email: Juanita.D.Allen@state.ma.us

Website: www.mass.gov/hrd

"A career with the Commonwealth can be both exciting and rewarding. As an employee of the Commonwealth you'll have the satisfaction of knowing you can make a difference. You'll also take advantage of one of the most flexible and family friendly environments available, with a wide range of benefits to meet the needs of our large increasingly diverse workforce.

The Commonwealth has a wide variety of positions from entry –level to Senior Management. Some of the types of positions available include: Accounting and Finance, Administration and Office Support, Economic Development, Engineering, Human Resources, Human Services, Public Safety and Information Technology."

Students who wish to look into internship opportunities with the Commonwealth of MA should view the Internship Database.



Dear Student,

I am writing to alert you to a special internship program in our nation's capital. The Massachusetts Board of Higher Education and Bridgewater State College have agreed to participate in the programs offered by the **Washington Center for Internships and Academic Seminars**. The Washington Center is a non-profit, educational organization that provides full-time internships for college students from more than 1000 colleges and universities in the United States and abroad. Since its founding in 1975, more than 35,000 students have participated in its programs. Internships are available in government offices, communication organizations, law firms, trade and professional associations, human rights groups, and a host of other organizations in the DC area. For example, Art and Anthropology majors can be placed at the Smithsonian, Criminal Justice majors at a law enforcement agency, such as the Park Police, Communication Studies majors can be placed with CNN or CBS, and Psychology majors at the Children's Defense Fund. Students of all majors have the opportunity to be placed at agencies and organizations that include Black Entertainment Television, (BET), U. S. Department of Justice, The World Bank, America's Most Wanted, EPA, along with congressional placements on Capitol Hill.

The program requirement consists of a 35-hour per week internship, a weekly speaker series, one academic class, and a minimum of three Congressional breakfasts, participation in a community service activity along with completing an academic portfolio. A grade point average of 3.0 or higher is required, and you must be a full-time undergraduate student (junior or senior status) and a Massachusetts resident to be eligible for the MA Scholarship Funding. To make it possible for state college students to participate, the MA Board of Higher Education provides financial assistance; \$5,000 fall/spring and \$5,500 for the summer.

Additional information and application packets are available from Professor George Serra, Chair, Department of Political Science or from John Paganelli at Career Services. Please note that an **Information Session is scheduled for Thursday, Feb. 14th at 3:30pm in the Internship Office, Room 009-A/RCC**; a representative from the Program will be available to answer any questions.

Additional information can be found at their website at: www.twc.edu. Feel free to contact John Paganelli in Career Services with any specific questions including BSC deadline dates.

Sincerely,

Dr. Nancy Kleniewski
Provost/V.P. Academic Affairs

CAMPAIGN 2008

Presidential Academic Seminar Series

Participate in the National
Political Convention(s)

THE
WASHINGTON
CENTER



*For Internships and
Academic Seminars*

Application Deadlines:

Summer 2008 – March 1, 2008

Fall 2008 – May 30, 2008

The Washington Center has scholarship money available for Students with Disabilities.

Visit www.twc.edu for scholarship and application information.

Reminder: When completing the online TWC application you must present a hard copy and discuss credit allocation with Dr. G. Serra - Chair of Political Science prior to having your documents sent to the Washington Center.

News & Events

Be a Summer Intern

It's time to start thinking about your summer options. Make an appointment with a career counselor today. February and March are prime months to start searching for an internship!
(508) 531-1328.

Try FOCUS

Undecided about choosing a major? Consider using FOCUS an online based career system that allows you to learn about which occupation best suits your interests. Contact Career Services for more details.

Stoughton Youth Commission

Opportunities are available for students interested in the topic of substance abuse prevention. They are looking for help with their web page and assist with marketing projects.

Visit the Internship Database for details and meet with a counselor.

Contact: Ms. Dawn Fontaine at dfontaine@stoughton-ma.gov

Annual Job Fair

April 9, 2008
11:00 am - 1:30 pm
Campus Center Ballroom
Mark your calendar.
Get your resume critiqued at Career Services. Drop-In Hours: Mon. - Thurs.
11am – 2pm

New Internship Sites for 2007-2008



Corcoran Management Company, Inc.
(Property Management)

John M. Cotta, CPA
(Accounting)

Litecontrol
(Marketing)

Management Insight Technology
(Research)

MB Graphics
(Graphic Design)

Media Education Foundation
(Production & Marketing)

Michael J. Raymond
(Accounting)

Princess House, Inc.
(Marketing)

Regan Communications
(Sports Public Relations)

Road to Responsibility, Inc.
(Human Services)

Roseland Function Hall
(Restaurant Function Facilitation)

Sovereign Consulting, Inc.
(Environmental Science)

Twin Leather Co., Inc.
(Sales and Marketing)

Uptown Realtors
(Marketing)

105.7 WROR
(Promotions & Marketing)

Yes, Inc.
(Youth Development)

SPECIAL THANKS

A special thanks goes out to Robert Matheson '08 for submitting his article about his internship experiences. A special thanks to Ms. Juanita Allen from the Commonwealth of Massachusetts/HR Division for agreeing to be featured in our Employer Profile section.

We're looking forward to working with all new employers who recently listed their internship openings with us.

INTERNSHIP DATABASE

The Internship Database maintained by the Career Services Office has 300+ opportunities for students considering internships. Search internships by career field, geographic location, as well as paid and non-paid opportunities.

www.bridgew.edu/careerservices/intern

NACE 2007-08

"Although the media is suggesting that we are heading toward a recession, recruiters are indicating that there are plenty of entry-level, professional positions available in Y2008". Employers suggest that candidates be even more prepared by doing research on organizations' websites.

National Association of Colleges & Employers