10 Benefits of Volunteering

1. Explore majors & careers through real-world experiences
2. Build your resume with experiences directly related to your major and career goals
3. Develop skills employers are seeking such as communications skills, teamwork, etc.
4. Strengthen applications for graduate/professional school and/or scholarships
5. Achieve the Serve and Engage components of the Iowa Challenge through connections within the community
6. Build connections and with people from diverse backgrounds and experiences in the local community
7. Utilize opportunities for direct contact with community leaders for networking and as potential mentors
8. Apply knowledge and skills learned in the classroom to real community needs
9. Inspire others to get involved in giving back to their local communities
10. Make a difference in the community!

Record Your Volunteer Experience

Track your experiences through HireAhawk.com in the Community Involvement Log. Use this tool to help you remember what you did, when you did it, and what you learned by doing it. You can access it at a later date for resumes, portfolios, or references.

Types of experiences you can record:
- Volunteering
- Philanthropy
- Non-profit internships
- Academic service-learning placements

Get started today! You can find the Community Involvement Log in your HireAhawk.com home page on the right-hand side under “Record Your Experience”.

If you do not yet have a HireAhawk.com account, it is easy to set up and free! Find more information about HireAhawk.com online at careers.uiowa.edu/hireahawk.

Finding Internships

A recurring theme in any entry level job search is the lack of experience factor. “Where do I get experience if no one is willing to hire me?” The answer is simple: Get an internship!

The University of Iowa offers various resources to help students discover and secure internships that are related to their field of study.

When should I start my search?

It's never too early to start! You can begin by stopping by the Pomerantz Career Center for assistance. Meeting with a Career Advisor can help you assess your interests, create a resume, participate in practice interviews, research employers and finally, search and apply for internship opportunities.

Make an appointment with a Career Advisor via HireAhawk.com or come in any time Monday through Friday between 9 a.m. and 4 p.m. to speak with a Career Peer advisor.

What resources does the Career Center offer to help me search for the perfect position?

The Pomerantz Career Center offers a variety of helpful resources to aid students in finding their ideal internship, including:
- HireAhawk.com
- Job & Internship Fairs
- Career Advising Appointments
- Pomerantz Career Center Internship Programs
- Department Resources
- Web Site Resources

Visit bit.ly/pccinternship for more information!

Finding Volunteer Experiences

1. Inquire about volunteering during an advising appointment to learn how and where to look for opportunities. Schedule an advising appointment through HireAhawk.com (look for the “Schedule an Appointment” button at the bottom of careers.uiowa.edu)
2. Use HireAhawk.com—search under the Jobs & Internships tab with keyword “volunteer”
3. Search for opportunities at the United Way of Johnson County website volunteer.trusti.com/iowajc/volunteer
4. Be sure to attend the Volunteer Fair during Fair day in August and January at the IMU each year.
What is an Internship?
An internship is a structured work experience related to a student’s major and/or career goal. It is an experience that should enhance academic, career and personal development. Supervision by a professional in the field is required. Internships can be paid or unpaid, part-time or full-time.

An internship does not have to be labeled “internship” to qualify. Many part-time jobs, volunteer opportunities, or even summer jobs can qualify as an internship. Internships might also be called a practicum or co-op.

Why are Internships Important?
An internship offers you the chance to learn by doing in a setting where you are supervised by a workplace professional, and have the opportunity to achieve your own learning goals, without the responsibilities of being a permanent employee.

Internships also offer you the opportunity to work with someone who can become a mentor for you - not only in the internship, but throughout your career.

Other Benefits of Internships:
• Gain valuable experience and accomplishments to add to your resume and/or enhance your application to graduate school
• Learn about a career field from the inside and decide if this is the right career field for you
• Provide evidence that you have initiative, are reliable, and have a sense of responsibility
• Apply some of the ideas learned in school and provide a bridge between school and the professional world
• Create an advantage over other job or graduate school applicants
• Meet new people and practice networking skills while establishing a network of professional contacts, mentors, and references
• Open the door to advice for steps to take next on your career path
• Potential for a full time job offer at the end of the internship based on your performance

See the back panel for more information about finding internships.

Record Your Internships Experience:

1. FILL OUT A SURVEY
About this option:
Tell us about your internship experience by filling out a short, online survey (less than one minute). This helps the University build relationships with other organizations and track how many students are completing internships. This will aid in research, assessment, and financial aid for future students.

Note: This option does not count for CPT for international students.

Benefits of this option:
• It’s FREE!
• It’s online, so you can do it at your convenience

2. REGISTER FOR A ZERO-CREDIT COURSE
About this option:
Take this internship course to expand on your internship experience by completing a reflective mid-term evaluation.

There is a $50 course fee to add this internship course. In order to be eligible for this option, students must secure their internship in advance.

Benefits of this option:
• Receive official notation on your transcript - this will help employers see and verify your internship experience during the education verification process of pre-employment
• Maintain full-time student status - allowing students to remain covered by family health insurance and deferring repayment of student loans
• Gain valuable work experience without needing to pay full tuition - this is particularly helpful in disciplines where internships are underpaid or not paid at all

Requirements of this option:
• Professional experience related to student’s major or area of career interest
• 80% or greater professional work
• Occupy at least one academic term (fall, spring or summer)
• Min. of 10 hours per week
• Min. of 10 weeks spring/fall term, 8 weeks summer term
• Supervision by a professional in the field (cannot be a student)
• Student is eligible if they’ve completed their 1st year and 12 s.h. of UI coursework

3. REGISTER FOR A CAREER CENTER COURSE
About this option:
The Pomerantz Career Center Internship Course (CSP-1201) provides students with an opportunity to expand their internship experience by developing learning objectives and reflecting on their experience. They will be tasked with reflection on how their internship relates to their academic coursework and future career goals. Students are eligible to receive 1-3 credit hours for their internship depending on the number of hours they work per week (1 c.h. for 75 hours, 2 c.h. for 150 hours, 3 c.h. 225 hours). Regular tuition rates apply. In order to participate, students must secure their internship in advance. Note: This course is not repeatable.

Requirements of this option:
• Professional experience related to major or career interest
• 80% or greater professional work
• Occupy at least one academic term (fall, spring or summer)
• Continuous supervision by a professional in the field (cannot be a student)
• Participate in the internship and take the course during the same semester
• Work a minimum of 6 weeks at the internship site
• Student eligibility:
   • 1st year students - completed 24 s.h. of UI coursework
   • Transfer students - completed 12 s.h. of UI coursework
   • Minimum cumulative and UI GPA of 2.0
   • Cannot be taken at the same time as a departmental internship course or a zero-credit internship course

4. TAKE A DEPARTMENTAL COURSE
About this option:
It may be possible to obtain academic credit for your internship through another UI department. Some departments in the College of Liberal Arts and Sciences and the Tippie College of Business have for-credit internship courses that can be used by their majors in certain circumstances.

If you wish to pursue this option, contact your Academic Advisor or Departmental Internship Coordinator to find out whether your major department offers a for-credit internship course.

Tuition is charged for credit earned and students must be majoring in the department offering the course.

This option usually requires the student to find a departmental faculty member or departmental internship coordinator to supervise the internship. There also might be additional work required such as maintaining a journal, writing papers or presenting/preparing a program about the internship experience.

FOR ADDITIONAL INFORMATION
Visit bit.ly/pcinternship for further review the four option’s benefits and requirements. The options can be seen by clicking the “Reporting/Credit Options” tab.

Contact the Pomerantz Career Center Internship Team with any questions. (319) 335-1073.