

Office of General Internships invites student participation

WATER TOWER—Loyola's new Office of General Internships, run by program manager Jeffrey C. Wilson, encourages students to explore internship possibilities through a structured Loyola program. The office, which opened officially in July at

the Water Tower Campus, is developing and marketing internship opportunities for undergraduate students. Internships may be arranged for three units of academic credit, on a volunteer basis or for payment, depending on the student's needs.



"Loyola students need to know that an internship can set them apart from the competition," noted General Internship Program Manager Jeffrey C. Wilson.

Wilson, a former management consultant and development director, and current president of the University of Illinois M.B.A. Alumni Association, is meeting with university faculty, staff and students to promote awareness of his office and to better understand student needs.

"I want to serve the needs of a variety of students—so that they can find an internship that can benefit them," explained Wilson. "I have a large network in the Chicago area, so I am in a good position to make initial contacts and advise students on how to go forward."

Wilson has found faculty contacts very helpful. "For example, chemistry Chairperson and Professor Ken Olson put me in touch with the American Chemistry Association. I'm hoping that faculty will continue to give me leads in areas, like the sciences, where I can develop a network," said Wilson.

Following on his work in the development field, Wilson hopes to capitalize on Loyola's Chicago area alumni for internship contacts: "I think that involving alumni will be beneficial to Loyola in many ways, and internships offer a cost-effective, yet community-based,

solution for businesses."

An enthusiast of electronic communication, Wilson is building a database of internship possibilities for Loyola students and hopes to have it on Loyola's Web site by the end of September. He also plans to put student resumes on-line, so that they can be sent electronically to employers.

This fall, Wilson intends to run introductory sessions for students to outline the internship program's procedures and expectations, including brief training on resume writing and interviewing techniques. He is collaborating with Michael Keeley, Ph.D., professor and chairperson of management, to work out the academic component of the internship program, which will include seminars on business writing, presentation and negotiation skills, project management, the Internet and ethics. Though separate from Loyola's Career Center, Wilson is also working closely with its director, Maureen Brennan, to utilize shared resources and create a bridge to the senior-year job search.

Wilson encourages faculty and staff to promote the program with students. "Loyola

Alert students intern benefits

Do you know a student preparing for a career or graduate school? Steer him or her to an internship, which can be a crucial step toward life after college. Internships can provide:

- potential full-time employment offers.
- a personal network.
- references for future jobs.
- recommendations for graduate school.
- mentor relationships.
- discovery of career interests and non-interests.
- resume content.
- a competitive advantage over non-working peers.

students need to know that an internship can set them apart from the competition when applying for a first job or a graduate program." said Wilson. He is available to meet with faculty, staff and students and invites visits to his office, Room 509, Lewis Tower, WTC. Phone Wilson at 3-3082 or e-mail him at jwilso6.