



PRE-HEALTH PROFESSIONS INTERNSHIP OR JOB SHADOWING OPPORTUNITY

Date: _____ Organization name: _____

Contact name: _____ Title: _____

Address: _____ Phone: _____

Email: _____

Position (*check all that apply*): _____ internship* _____ job shadowing* _____ either

Semester available (fall, spring, summer, school breaks): _____

General description of duties (may include attachment): _____

Qualifications (i.e. class level, special requirements): _____

Supervisor (if different from contact name): _____

Number of weeks (estimated): _____ Number of hours/week (estimated): _____

Pay: _____ unpaid _____ paid if paid, amount: _____

Application materials & process (i.e. resume, interview, application): _____

Application deadline: _____

***Definition of an Internship:** According to the National Association of Colleges and Employers (NACE): Internships are typically one-time work or service experiences related to the student's major or career goal. The internship plan generally involves students working in professional settings under the supervision and monitoring of practicing professionals. Internships can be paid or unpaid and the student may or may not receive academic credit for performing the internship.

***Definition of Job shadowing:** According to the National Association of Colleges and Employers (NACE): A learning experience that allows a student to spend between a day and several weeks observing a professional on the job.

For questions contact: Mandy Plybon, MA, Asst. Director/Internship Coordinator, mandy.plybon@westminster-mo.edu, 573.592.5382 or Dr. Dawn Holliday, Ph.D., Department of Biology and Environmental Science, dawn.holliday@westminster-mo.edu, 573.592.6125

Offering multiple positions? You may make copies of this form to list more than one shadowing/internship position within your organization.