

DECEMBER 7, 2022

# CAREER OPPORTUNITIES

## MICRO-INTERNSHIPS

Visit <https://info.parkerdewey.com/fiu> for more micro-internship opportunities

- Industry Research with Compass Group at Microsoft: Remote, \$300 payment, est. 15 hours
  - Identify at least 50 foodservices and hospitality businesses that meet minimum guidelines for SBA disadvantaged designations. Excel spreadsheet with company, point of contact, email, phone, and other information we will define.
- Lead Generation with Mysa: Remote, \$300 payment, est. 15 hours
  - Identify all the boarding schools in FL, GA, TN, MS, SC, NC, KY, VA, DE, MD, WA and provide demographics and contact information (name, email, number, website) for decision-makers at each school. They will also need help with cost analysis on shipping providers that deliver large quantities of products to the above states.
- Content Creation with Wisecut: Remote, \$300 payment, est. 15 hours
  - Create a social media content calendar for the next month with a couple posts per day.
- Competitor UX Review and Recommendations: Remote, \$300 payment, est. 15 hours
  - Conduct comprehensive UX testing on the site of one of our competitors (we will determine together) and highlight the strengths of their UX and areas where they are lacking. Additionally, conduct comprehensive UX testing on our site and provide feedback and suggestions on how you would make improvements based on your findings from your review of our competitor.
- Podcast Episode List Building & Outreach: Remote, \$300 payment, est. 15 hours
  - Help build a list of podcast with shows centered on entrepreneurship, business system, personal development. You will spend the first 1-2 hours watching trainings to familiarize yourself with the outreach strategy. Then you will go onto the tools, build the lists, and put together the templates for outreach! The project lead will train you on how to use the podcast search engine so that you can build the list of 30-50 targets and begin outreach.

DECEMBER 7, 2022

# CAREER OPPORTUNITIES

## INTERNSHIPS

Visit [fiu.joinhandshake.com](https://fiu.joinhandshake.com) for internship postings, career events, and opportunities.

- [Oprandi Wealth Group](#) is hiring a part-time intern for their 3-month program. Receive one-on-one training, earn \$12.00/hr, learn about the administrative side of financial services and assist the firm's marketing events for prospective and existing clients. Interested? Email Cinthya Brodzikowski at [cinthya.brodzikowski@ampf.com](mailto:cinthya.brodzikowski@ampf.com) by December 31, 2022 to apply.
- The DOE's Office of Science is holding an informational session for their 2023 Summer Internship. The Science Undergraduate Laboratory Internships (SULI) program is an opportunity to conduct research and technical projects at national laboratories. To learn more, visit <https://science.osti.gov/wdts/suli> and apply by January 10, 2023.
- Congressional Internships for Spring 2023 :
  - [Apply here for Rep. Carlos A. Gimenez](#)
  - [Apply here for Rep. Maria Elvira Salazar](#)
- [U.S. Dept. of Homeland Security \(DHS\): HS-POWER Summer 2023 Internship](#)
  - The DHS launched a Summer internship program for students majoring in homeland security related science, technology, engineering and mathematics (STEM) disciplines to gain experience conducting DHS mission-relevant research. Students receive a stipend and housing allowance. Apply by December 9, 2022.
- [U.S. Securities and Exchange Commission \(SEC\): Summer 2023 Scholars Business Program](#)
  - The SEC is recruiting for their Scholars Business Program. Business intern assignments range from supporting securities regulations to assisting professional administrative duties like human resources, contracting, auditing, etc. Apply by December 9, 2022.
- U.S. Agency for Global Media (USAGM): Spring 2023 Internship
  - USAGM is an independent agency of the U.S. government to broadcast news and media. They are accepting applications for Spring 2023 for broadcasting and program support internships. [Learn more and how to apply here!](#)

DECEMBER 7, 2022

# CAREER OPPORTUNITIES

## INTERNSHIPS

Visit [fiu.joinhandshake.com](https://fiu.joinhandshake.com) for internship postings, career events, and opportunities.

- [The Institute for the Study of War \(ISW\): Spring 2023 Internships](#)
  - The ISW is accepting applications for the following internship programs:
    - Business Development and Marketing
    - Geospatial Intelligence and National Security Technologies
    - National Security and Intelligence Analysis
- [Giffords Florida: Spring 2023 Internship](#)
  - Giffords is a nonprofit organization dedicated to saving lives from gun violence, led by former Congresswoman Gabrielle Giffords. This is a part-time, paid internship based in Miami, FL.
- [PenFed Credit Union: Summer 2023 Internship](#)
  - PenFed is offering multiple summer internship positions including IT, salesforce, security, finance, infrastructure and operations, digital marketing and many more!
- [Tesla Public Policy: Summer 2023 Internship](#)
  - Tesla is offering a summer internship for undergraduate students majoring in Political Science, Public Policy, International Studies, Economics or Business Administration.
- [GEICO's Summer 2023 Technology Internship](#)
  - Undergrads pursuing a Computer Science, Computer Engineering, Physics, or other relevant engineering majors will have the opportunity to utilize tech skills and have the potential to secure a full-time tech career upon graduation.
- [The Marcellus Policy Fellowship](#) to help the next generation of U.S. foreign policy leaders. This fellowship will benefit one's interest to pursue a future career in U.S national security policy or in fields like government service, the media, academia, think tanks, advocacy, and more.

DECEMBER 7, 2022

# CAREER OPPORTUNITIES

## INTERNSHIPS

Visit [fiu.joinhandshake.com](https://fiu.joinhandshake.com) for internship postings, career events, and opportunities.

- [Collections Intern at The Bass Museum](#)
  - Assist the Registrar of Collections & Exhibitions in the daily management of the museum's art collections, art storage vaults, and works on display in the exhibitions. Learn and gain skills working in a contemporary art museum.
- [Digital Humanities Intern with The FIU Library](#)
  - Interns will work closely with Digital Collections Center faculty and staff on current departmental projects to digitize and preserve content. Projects may also require research and project documentation.
- [Education Intern at the Pérez Art Museum Miami \(PAMM\)](#)
  - Collaborate within the Education Department to promote the museum's broad portfolio of education initiatives while performing project-based tasks and participating in daily business operations.
- [Humanities Edge Intern](#)
  - Collaborate with staff on the practical, hands-on experiences of programming and administering a grant-funded project for humanities students.
- [Museum Studies Intern at the Jewish Museum of Florida-FIU](#)
  - Intern will be exposed to a variety of museum projects and careers and will gain an understanding of all aspects of the Jewish Museum of Florida-FIU. Over the course of the internship, the intern will rotate across the museum's Education, Public Programs, Curatorial, Collections, Marketing, and Membership departments.
- [Research Intern at the Center for Excellence in Writing](#)
  - Help implement a study via a series of Professional Development (PD) sessions for peer tutors at the Center for Excellence in Writing. The undergraduate researcher will work closely with the project primary investigator (PI) to recruit eligible participants, collect survey results, prepare for PD sessions, and facilitate group discussions.

DECEMBER 7, 2022

# CAREER OPPORTUNITIES

## PART-TIME JOBS

Visit [fiu.joinhandshake.com](https://fiu.joinhandshake.com) for internship postings, career events, and opportunities.

- FIU
  - [Student Peer Career Coach with Career and Talent Development](#)
  - [Student Panther Camp Executive Board Director](#)
  - [Student Engineers on Wheels \(EOW\) Assistant](#)
  - [MS Finance Student Assistant](#)
  - [Student Laboratory Assistant](#)
  - [Student Assistant, Social Media](#)
  - [Student Production Assistant](#)
  - [Student DRC Office Assistant](#)
  - [The Roar Student Radio Station Engineer](#)
  - [The Roar Student Music Programming Manager](#)
  - [Student IT Network Operations Assistant](#)
  - [PantherNOW Staff Graphic Artist/Cartoonist](#)
  - [Student Research Assistant-College of Law](#)
  - [Student Assistant - Government Affairs, FIU in DC](#)
- Handshake
  - [Physical Therapy Assistant at Upright Spine Center](#)
  - [Interior Design Assistant at Alacasa Design Studio LLC](#)
  - [Speech Language Pathologist-Assistant at Habla Conmigo Speech Therapy Services](#)
  - [Virtual Intake Specialist at Family Counseling Center](#)
  - [Computer Science Instructor/Coding Instructor at Bricks 4 Kidz](#)
  - [Sign Language Interpreter - Community at Sorenson](#)
  - [On-Air Talent at Univision Communications Inc., now TelevisaUnivision](#)
  - [JA Supervised Visitation Specialist at Eleventh Judicial Circuit](#)
  - [Photographer Assistant at Muñoz Photography](#)
  - [Behavior Technician at Love, Learn, Soar LLC](#)
  - [Content Creator + Editor at Automated Retail Commerce](#)

DECEMBER 7, 2022

# CAREER OPPORTUNITIES

## SAVE-THE-DATE

Visit [fiu.joinhandshake.com](https://fiu.joinhandshake.com) for internship postings, career events, and opportunities.

### **ALL MAJORS CAREER FAIR**

- When: *IN-PERSON* on Wednesday, February 8, 2023 from 11:00 am - 3:00 pm
- Where: MMC GC Ballrooms
- What do I bring:
  - Copies of resume
  - Professional business attire
  - Panther ID
- RSVP on Handshake

### **TECH MAJORS CAREER FAIR**

- When: *IN-PERSON* on Thursday, February 9, 2023 from 11:00 am - 3:00 pm
- Where: MMC GC Ballrooms
- What do I bring:
  - Copies of resume
  - Professional business attire
  - Panther ID
- RSVP on Handshake

## HOW TO PREPARE

- Upload resume on VMock & make edits
- Schedule resume review with Andrea via Handshake
- Prepare your elevator pitch
- Review these 10 tips to make the most of your career fair

Have career questions? Email [hccareers@fiu.edu](mailto:hccareers@fiu.edu)