



How to Find an Internship

Internships are crucial for students who need to decide on a career field and/or prepare for a successful entry-level job search after graduation. English majors are strongly encouraged to seek out internship opportunities throughout their undergraduate career as a way of exploring different professional environments (e.g., corporate settings, non-profit organizations, and government agencies) and different positions within those environments. Remember, as an intern, you are there to do your own job, but even more importantly, you are there to check out the jobs of the organization's full-time employees. You may not like making copies, filing, answering phones, filling the coffee pot—all things that interns are sometimes called upon to do—and that's fine. What *really* matters is whether you find the jobs of the other people in the office interesting and potentially good fits for you in the future.

Ohio State English majors have found internships across the Columbus area and throughout the country. They have interned with the communications teams at Nationwide and the American Red Cross, the development and marketing offices in the university's College of Dentistry and the Guggenheim Museum, the newsroom and production teams at WOSU NPR News and TV, and the writing and editorial staffs at *Climbing* magazine and *Lucky Magazine*.

WHERE TO LOOK FOR INTERNSHIPS

English majors seeking internships in the Columbus area should first log onto the ASC Career Services jobs and internships database, FutureLink, (available at ascareerservices.osu.edu) and see what opportunities are posted there. In addition, students should look for postings on the following sites:

columbusinternships.com

ohiomeansinternships.com

internmatch.com

Craigslist Columbus (search for "internships," "intern," under the Jobs section of the site)

English majors are also strongly encouraged to reach out to organizations and companies of interest to them about internship opportunities. For example, students interested in publishing might want to look at the websites of publishers based in NYC and Chicago to see if they have summer internship programs. A student interested in fundraising might want to contact the local American Red Cross, YMCA, YWCA, or other area nonprofits to see if their fundraising and development teams would benefit from an intern. Students interested in library careers will want to work or intern at a local library. Students interested in middle and high school English teaching will want to make sure they find internship or summer camp positions that allow them to work closely with these age groups. Remember, even if no internship opportunities are listed on an organization's website, you may still want to contact the organization directly via email to express your interest in interning with them. Be sure to attach a copy of your resume for their review.

Students interested in becoming a Professor of English will want to pursue a research project or senior thesis under the direction of an Ohio State English faculty member. Research and thesis writing will give students insight into the daily lives and work of professors and will help students determine whether they want to pursue an M.A./Ph.D. in English.

Below is a list of categories and Columbus area organizations that may be useful to students in thinking about places where they might intern. Note that this list is not comprehensive; there are hundreds more organizations and companies in the Columbus area. This list is just designed to help students begin thinking through their options.

Nonprofit Organizations

Look for opportunities with these organization's educational, membership,



communications, development and fundraising, human resources, marketing, and public relations teams.

United Way of Central Ohio	BalletMet Columbus	Goodwill Columbus
Girls Scouts of Ohio's Heartland	CAPA Columbus	Asian American Community Services
YMCA and YWCA	Greater Columbus Arts Council	Cancer Support Community Central Ohio
Columbus Literacy Council	Mid-Ohio Foodbank	Local Matters
Mental Health America of Franklin County	Kaleidoscope Youth Center	Huckleberry House
American Red Cross	Big Brothers Big Sisters	Peggy McConnell Arts Center
Jewish Community Center	Volunteers of America	OCLC
Godman Guild	Children's Hunger Alliance	
	Habitat for Humanity	

Museums, Science Centers, Zoos, Conservatories, and Historical Societies

Look for positions with these organization's educational programming, membership, communications, development and fundraising, human resources, marketing, and public relations teams.

Ohio Historical Society	Franklin Park Conservatory	COSI Columbus
Columbus Museum of Art	Columbus Zoo and Aquarium	

Libraries

Look for positions with the libraries' development and fundraising, communications, homework help, human resources, and public relations teams.

Columbus Metropolitan Library	Westerville Library	Bexley Library
Worthington Libraries	Grandview Public Library	

Hospitals and Health Organizations

Look for positions with these organization's development and fundraising, communications, sales, human resources, public relations, and administrative teams.

Ohio Health	Nationwide Children's Hospital	Mount Carmel Health
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City, County, and State Government

Look for positions with cities' administrative, communications, arts, public relations, human resources, educational programming, and outreach teams.

City of Bexley	City of Columbus	Ohio Legislative Service Commission
City of Upper Arlington	Franklin County	Columbus Metro Parks

Media, Radio, and Television Organizations

Look for positions with these organizations' production, public relations, human resources, writing, and outreach teams.

614 Media Group	Area Radio Stations
WOSU Public Media	Area Television Stations

For-Profit Organizations

Look for entry-level positions in these organizations' merchandising, communications, public relations, human resources, technical writing, and sales teams.

Abercrombie & Fitch	Ashland Chemical	Wasserstrom
L Brands	Battelle	Wild Frog Consulting
Nationwide Insurance	Abbott Laboratories	
Alliance Data	Dawson Creative	

EARN CREDIT FOR YOUR INTERNSHIP

The Department of English encourages all English majors to seek out internship opportunities that will help them determine their professional interests and goals. Students may seek academic credit toward their English major for paid and unpaid internships. Students must seek approval for academic credit prior to beginning the internship. For more information or to secure pre-approval, students should email the following to Pablo Tanguay at tanguay.1@osu.edu: organization name, brief description of what your job duties will include, hours you will work each week, when the internship will start and end, and the term that you want to receive credit for the internship.

