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 asccareerservices.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
Girls Scouts of Ohio’s Heartland
YMCA and YWCA
Columbus Literacy Council
Mental Health America of Franklin County
American Red Cross
Jewish Community Center
Godman Guild

BalletMet Columbus
CAPA Columbus
Greater Columbus Arts Council
Mid-Ohio Foodbank
Kaleidoscope Youth Center
Big Brothers Big Sisters
Volunteers of America
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
Columbus Museum of Art

Franklin Park Conservatory
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
Worthington Libraries

Westerville Library
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

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 Upper Arlington

City of Columbus
Franklin County

Ohio Legislative Service Commission
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
WOSU Public Media

Area Radio Stations
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
L Brands
Nationwide Insurance
Alliance Data

Ashland Chemical
Battelle
Abbott Laboratories
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.