

# Houston Partnerships for the Future:

## University Career Services (UCS) Internship Program



### What is an Internship?

An internship is a pre-professional learning experience that offers meaningful, practical work experience related to a student's field of study or career interest. Internships allow students to apply principles and theory learned in the classroom, in a professional environment. Through an internship, students are provided an opportunity for career exploration and development as well as the chance to learn new skills.

### What are the benefits to employers?

- **Find future employees:** An internship program is a year-round recruiting tool. With fall internships, summer internships, semester internships, and quarterly internships, implementing an intern program means you have an ongoing pipeline of future full-time employees.
- **Cost effective:** Hiring an intern is a cost effective opportunity to evaluate potential future employees. An internship program allows you to benefit from added manpower while more accurately assessing candidates.
- **Increase visibility:** Recruiting and hiring for an intern provides enhanced visibility and branding to the 46,000+ students on the University of Houston campus. If your organization impresses one class of interns, word will quickly spread. Enthusiasm about your field and your organization will increase.
- **Foster leadership skills in current employees:** Mentoring and guiding others often motivates employees to hold themselves more accountable and become effective leaders. In this way, adding interns to your company can enhance and multiply leadership.
- **Give back to the community:** Creating an internship program is an excellent way to give back. Hiring interns not only helps students in your community get started; it enhances the local workforce as a whole.



*"The [UCS] team is always welcoming and works diligently to help us accomplish our goals. The location of the career center is also convenient to the agency's Houston Regional Office." -TCEQ*

*"When someone engages with the UCS team their go fight win attitude makes one feel like we can accomplish anything." -New York Life Insurance*

*"We had a great time and got to meet some awesome students! You guys did a GREAT job preparing them!" -Labtopia*



### Contact Info

On the back of this handout you will find the information about the University of Houston, Internship Requirements and Internship Engagement opportunities.

Should you be interested in creating an internship or if you have questions, please reach out to the Executive Director of University Career Services, Monica Thompson.

**Email:** [mthomps3@central.uh.edu](mailto:mthomps3@central.uh.edu)

**Phone:** 713-743-5100

**Office:** University of Houston, Student Service Center 1, Rm 106

**For more information about UCS visit:**  
[www.uh.edu/ucs](http://www.uh.edu/ucs)



University Career Services  
Division of Student Affairs

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### Top 5 reasons to partner with University Career Services

1. The University of Houston (UH) is a Tier 1 public, research University with 46,000+ students, 109 undergraduate majors, 153 graduate and professional programs.
2. UH is centrally located within the Houston metropolitan area with easy access through public transportation.
3. Our students are hard working, have diverse backgrounds and strive for success.
4. University Career Services (UCS) supports all majors and classifications as well as alumni; we are a great starting point for getting involved with the UH community and developing a streamlined recruitment process.
5. We have a dedicated team ready to support your needs and get you connected to our students, alumni and staff.

### Our Student Profile

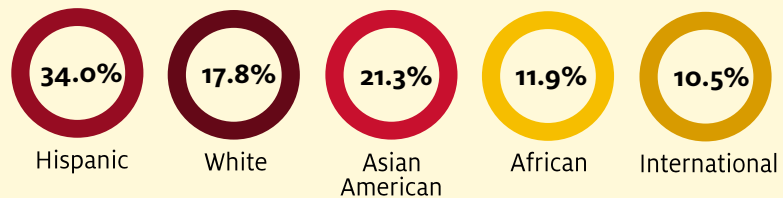
#### ENROLLMENT PROFILE

38,673 undergraduate (BA/BS)  
+  
6,793 graduate (Masters/PhD)  
+  
1,835 professional (OD, PharmD)  

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47,980 students

#### STUDENT DEMOGRAPHICS



For more information visit [UH IR](#)

### Internship Requirements

- The intern must be given real work assignments including specific tasks and responsibilities.
- The intern must report to a manager for guidance, evaluation and if any challenges arise.
- The intern must be paid in accordance with [NACE internship best practices](#)
- The internship must report to an office location or work remotely.

### Internship Industries

We are seeking internships in the following industries: (\* denote top priorities)

- Aerospace
- Automotive
- Banking / Finance
- \*Energy
- Engineering
- \*Healthcare
- Hospitality
- Information Technology
- \*Mass Media
- Pharmaceuticals
- Start-ups
- Telecommunications

### Internship Options

#### OPTION 1: DEVELOP AN INTERNSHIP WITH THE ASSISTANCE OF UCS

Option 1 gives you the opportunity to craft a job description and determine pay, with the support of UCS. Additionally, we will assist you in posting the position in our employer platform, Cougar Pathway and market the opportunity to students.

#### OPTION 2: USE A PRE-EXISTING INTERNSHIP PROGRAM

Option 2 allows you to use a pre-existing internship job description or curriculum and post on your own with the Cougar Pathway system. We of course will assist should you have any questions!



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