

# ROADMAP

## FOR INTERNSHIPS

This roadmap provides you with a structured and actionable guide to find a meaningful internship opportunity that supports your professional growth and career goals.

### *SELF-ASSESSMENT*

Evaluate your current skills and knowledge to determine areas of growth. Identify goals for professional development.

1

### *RESEARCH INTERNSHIPS*

Identify internship openings that align with your interests and qualifications. Utilize company websites, job boards/platforms, and networking events.

2

### *TIMELINE*

Establish a timeline for tasks within the roadmap to ensure you have obtained an internship prior to the first day of class.

3

### *CRAFT YOUR NARRATIVE*

Build your resume, customize your cover letter for the target internship, and showcase your durable skills. Create an online profile reflecting your skills, knowledge, and career goals.

4

### *LEVERAGE RESOURCES*

Utilize REDC to polish your resume, portfolio, and to prepare for interviews

5

### *APPLY STRATEGICALLY*

Don't limit yourself to one internship. Submit high-quality applications tailored to each internship. Ensure you meet requirements and follow application instructions.

6

### *BE PROACTIVE*

Track the status of your applications. Send thank you emails and polite follow-up emails as necessary. When offered an internship, evaluate terms and conditions prior to acceptance.

7

#### HELPFUL TIPS:

- Be patient and persistent. Finding an internship can take time; start early!
- Be proactive and remain engaged in the process.
- Be resourceful. Leverage your personal connections, attend career fairs and networking events, and seek out informational interviews to get your foot in the door.

By following this roadmap, you should be able to find a meaningful internship experience that aligns with your career goals and provides professional growth.

*For additional support, reach out to your internship course instructor and / or Internship Coordinator.*