



career  
quick tips

# internships

## GETTING STARTED

Career Services is here to assist Concordia-Chicago students in meeting their internship search, career planning and post-graduation needs. If you are just beginning your journey to find an internship or job, we suggest taking the following steps to get started.

## YOUR DEPARTMENT

Talk to your department about internships for credit, expectations, and where other students in your major have interned.

## THE CUC STUDENT PORTAL

Check out the CUC student portal for current internship and job postings

- 1) Log in at [connect.cuchicago.edu/](http://connect.cuchicago.edu/) using your CUC login info
- 2) Select the **CUC Experience** tab
- 3) Scroll down to the **Career Services** section
- 4) Click **Internships** to view opportunities categorized by major or area of study



## CCCU CAREER CENTER

The **Council for Christian Colleges & Universities Career Center** connects passionate people with meaningful careers in Christian higher education, church ministry and faith-based nonprofits. Registration is free.

- 1) Go to [careers.cccu.org/jobseekers/](http://careers.cccu.org/jobseekers/)
- 2) Click **"Your Profile"**
- 3) Select the **Sign Up** tab and create your account with access ID and password
- 4) Complete registration and submit
- 5) You can now upload your resume, search for internships/jobs and create alerts for positions matching your skill set

## CHEGG INTERNSHIPS

**Internships.com** is another way to search for internships and jobs. To get started, create a student account by clicking **Create Account** and complete your profile.

## FOR STUDENT-ATHLETES

**AthleteNetwork.com** is a resource for student-athletes to create a profile, upload a resume, browse employers and apply for internships/jobs.

## ATTEND CAREER FAIRS!

## HELP WANTED

### Additional Resources

#### MORE SITES

The following websites can be valuable and resourceful tools for your internship search, applying to open opportunities, networking or learning about a company. Check out:

[LinkedIn.com](http://LinkedIn.com)  
[Indeed.com](http://Indeed.com)  
[Glassdoor.com](http://Glassdoor.com)  
[Idealist.com](http://Idealist.com)  
[WayUp.com](http://WayUp.com)  
[HireOwl.com](http://HireOwl.com)  
[CollegeCentral.com](http://CollegeCentral.com)

#### IT'S WHO YOU KNOW

When you are intentional about networking with friends and family, you'll be sure to hear about open internship opportunities. You're more likely to receive an offer to interview when someone close to you introduces you to the right person.

MORE TIPS

want more information? need help?  
 check the student portal  
 or make an appointment  
 708-209-3033 [career.services@CUChicago.edu](mailto:career.services@CUChicago.edu)