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Bunker Hill Community College Internship Students Program 2025

Description

Bunker Hill Community College (BHCC) is excited to announce internship opportunities for students in various disciplines for the year 2024. This internship program offers a unique chance for students to apply their academic knowledge in a practical setting, gaining valuable experience and professional development. As an intern at BHCC, you will contribute to the college's mission of providing accessible, affordable, and high-quality education to diverse communities.

Responsibilities

- Collaborate with faculty and staff on projects related to your field of study
- Assist in the planning and execution of campus events and programs
- Engage in research and data analysis tasks
- Provide support in administrative and organizational duties
- Participate in workshops and training sessions to enhance skills and knowledge

Qualifications

- Currently enrolled as a student at Bunker Hill Community College
- Pursuing an associate degree in a relevant field
- Good academic standing with a focus on relevant coursework
- Effective communication and interpersonal skills
- Ability to work independently and as part of a team

Experience

- Previous involvement in campus activities, clubs, or organizations is a plus
- Familiarity with student services or administrative processes is advantageous but not required

Skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Strong organizational and time management skills
- Adaptability and willingness to take on diverse tasks
- Excellent teamwork and collaboration abilities

Job Benefits

- Hands-on experience in a higher education environment
- Networking opportunities with BHCC faculty, staff, and administrators
- Exposure to various aspects of college operations
- Mentorship and guidance for academic and professional development
- Potential for academic credit (if applicable)

Hiring organization

Bunker Hill Community College

Employment Type

Intern

Duration of employment

6 Month

Industry

Education

Job Location

Boston, Massachusetts, United States, 02108, Boston, Massachusetts, United States

Working Hours

8

Base Salary

10

Date posted

May 15, 2026

Valid through

10.12.2028

How To Apply

Interested students should submit their resume, a cover letter expressing their interest, and a copy of their academic transcript . Please include "BHCC Internship Program 2024 Application" in the subject line. Successful candidates will be contacted for interviews.