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Portland Community College Internship Program 2026 Apply Now

Description

Dive into the heart of community education with the Portland Community College (PCC) Internship Program 2026! Gain valuable experience in a diverse and supportive environment, working alongside dedicated faculty and staff on real-world projects. This program allows you to explore your career interests, develop essential skills, and contribute meaningfully to the college's mission of enriching lives through accessible education.

Responsibilities

- Assist with various administrative tasks such as scheduling, data entry, and file management (duties may vary by department).
- Support faculty and staff with research, project management, or event coordination, depending on your chosen department and placement.
- Gain exposure to various departments at PCC, understanding different aspects of the college and its role in the community.
- Participate in professional development opportunities, including workshops and seminars, to enhance your skillset and career preparedness.

Qualifications

- Currently enrolled in a program at Portland Community College.
- Strong academic record with a minimum GPA of 3.0 (preferred).
- Excellent communication, interpersonal, and organizational skills.
- Ability to work independently and collaboratively in a fast-paced environment.
- Proficient in Microsoft Office Suite.

Experience

- Prior volunteer or internship experience, especially in education or related fields, is a plus.

Skills

- Time management and organizational skills to manage multiple tasks and deadlines effectively.
- Strong problem-solving and critical thinking abilities to approach challenges creatively and find solutions.
- Excellent attention to detail and accuracy in completing assigned tasks.
- Initiative and a willingness to take ownership of projects and explore new areas of responsibility.
- Strong work ethic and a passion for learning.

Job Benefits

Hiring organization
Portland Community College

Employment Type
Intern

Duration of employment
6 Months

Industry
Higher Education

Job Location
Portland, Oregon, United States, 97201, Portland, Oregon, United States

Working Hours
8

Base Salary
10

Date posted
October 4, 2026

Valid through
26.02.2027

- Gain valuable hands-on experience in a professional setting, directly related to your field of study (if applicable).
- Develop essential skills in communication, teamwork, project management, and problem-solving.
- Network with experienced professionals in the education sector and gain valuable career insights.
- Earn a competitive stipend (optional, based on program structure and funding availability).

How To Apply

Visit the PCC Internship Program website at: https://www.pcc.edu/careers/internships/ for detailed information on available internships, application requirements, and deadlines.