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Southwestern Community College Internship Apply Online 2026

Description

Southwestern Community College (SWCC) offers a rewarding internship program for passionate students seeking to gain valuable hands-on experience and professional development in a diverse college environment. Interns will have the opportunity to work alongside experienced faculty and staff across various departments, contributing to the college's dynamic learning community. This program is designed to:

- Bridge the gap between classroom learning and real-world experience in your chosen field.
- Develop essential professional skills and gain valuable workplace knowledge relevant to your career aspirations.
- Network with professionals and build connections within your industry.
- Enhance your resume and increase your competitiveness for future career opportunities.

Responsibilities

- Assist with department-specific tasks as assigned, which may include:
 - Administrative support (filing, data entry, answering phones)
 - Research and project assistance
 - Event planning and coordination
 - Marketing and social media support
 - Content creation and writing
- Attend department meetings and actively participate in team discussions.
- Maintain a professional and positive demeanor while adhering to college policies.
- Demonstrate initiative, reliability, and a strong work ethic.

Qualifications

- Currently enrolled student at SWCC.
- Minimum GPA of 2.5 (preferred).
- Strong communication, interpersonal, and collaboration skills.
- Ability to work independently and as part of a team.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).

Experience

- Prior volunteer or internship experience (preferred).
- Experience relevant to your academic field or desired internship (a plus).

Skills

- Excellent organizational and time management skills.
- Strong attention to detail and accuracy.

Hiring organization

Southwestern Community College

Employment Type

Intern

Duration of employment

6 Months

Industry

Higher Education

Job Location

Chula Vista, California, United States, 91909, Chula Vista, California, United States

Working Hours

8

Base Salary

10

Date posted

March 4, 2026

Valid through

18.02.2027

- Ability to learn new skills quickly and adapt to a dynamic environment.
- Problem-solving and critical thinking skills.
- Proficient in technology and social media platforms (a plus).

Job Benefits

- Gain valuable real-world experience in a professional college setting relevant to your field of study.
- Develop and enhance your professional skills and knowledge, making you a more competitive candidate in the job market.
- Network with faculty and staff, building valuable connections for your future career.
- Strengthen your resume and stand out to potential employers.

How To Apply

Interested students are encouraged to visit the SWCC Career Services Center website at <https://www.swccd.edu/student-support/employment-and-internships/student-employment-services/student-internships.aspx> to:

- Explore available internship opportunities across various departments.
- Learn about specific requirements and application deadlines for each position.
- Submit a resume, cover letter, and any other required application materials online.