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Tacoma Community College Internship Program Apply Now 2026

Description

Gain valuable hands-on experience in your field while making a positive impact on the Tacoma Community College community through our diverse internship program! Work alongside dedicated professionals, contribute to meaningful projects, and develop practical skills that will enhance your resume and career prospects.

Responsibilities

Responsibilities will vary depending on the specific internship placement within the college departments (e.g., Administration, Marketing, Student Services, IT). Typical tasks may include:

- Assisting with research and data analysis.
- Supporting program implementation and event planning.
- Creating content for social media and marketing materials.
- Providing administrative and clerical support.
- Conducting outreach and engagement activities.
- Contributing to special projects and initiatives.

Qualifications

- Currently enrolled in an accredited undergraduate or graduate program at Tacoma Community College.
- Minimum GPA of 2.5 (may vary depending on specific program).
- Strong communication, interpersonal, and writing skills.
- Ability to work independently and as part of a team.
- Proficient in Microsoft Office Suite and basic computer skills.
- Demonstrated interest in the program area and a desire to learn is a plus.

Experience

- Prior experience in the relevant field or volunteer experience preferred, but not required.
- Relevant coursework or demonstrated skills will be considered.

Skills

- Excellent organization and time management skills.
- Strong problem-solving and analytical skills.
- Adaptability and ability to learn quickly in a new environment.
- Cultural competency and ability to work effectively with diverse populations.
- Initiative and willingness to take on new challenges.

Job Benefits

- Gain valuable real-world experience in your field of interest.
- Develop transferable skills applicable to various career paths.

Hiring organization

Tacoma Community College

Employment Type

Intern

Duration of employment

6 Months

Industry

Higher Education

Job Location

Washington, D.C., United States,
20001, Washington, D.C., United States

Working Hours

8

Base Salary

10

Date posted

March 1, 2026

Valid through

06.02.2026

- Network with professionals and build valuable connections within the college community.
- Enhance your resume and increase your job prospects after graduation.
- Potential to earn academic credit (approval required by your advisor).

How To Apply

1. Explore opportunities: Visit the Tacoma Community College Career Services website at <https://www.tacomacc.edu/academics-programs/programs/hit/hit-internships> to browse current internship postings.
2. Connect with your advisor: Discuss your career goals and seek guidance on suitable internship placements.
3. Submit your application: Follow the instructions on the individual internship posting to submit your resume, cover letter, and academic transcript (if required).
4. Attend workshops and events: Participate in career-related workshops and events offered by Career Services to enhance your employability and prepare for internship applications.