

PROFESSIONAL CAREER INTERNSHIP PROGRAM

INTERNSHIP STUDENT COORDINATOR

DIVISION Educational Programs and Outreach

TIMING OF INTERNSHIP May 24th – August 13th

Argonne National Laboratory, one of the U.S. Department of Energy (DOE)'s major research centers, is pleased to announce this opportunity for Undergraduate students to join the Argonne team as interns in its Educational Programs and Outreach team.

Argonne's Educational Programs and Outreach goal is to connect today's world-class research to tomorrow's STEM problem solvers. This internship position within Argonne Educational Programs and Outreach will focus on engagement with our cohort of ~140 summer internship students. The student will provide support to the University Student Program team to carry out internship programming such as onboarding students, professional development seminars, social events, and our end-of-program presentation symposium.

ABOUT THE INTERNSHIP

The internship student will be responsible to assist and help facilitate in the following summer internship activities but not limited to:

- Orientation sessions for new internship students
- Networking and social events for students throughout the summer
- Professional development seminar series
- "Lunch with a Researcher" sessions
- End-of-program presentation symposium for students and staff
- Provide internship participants guidance in 1:1 and group settings

STUDENT REQUIREMENTS

Students seeking this internship should have the following qualifications:

- Must have participated in an internship at Argonne or another National Laboratory
- Currently enrolled full-time at an accredited U.S. institution
- Entering junior or senior year – or recent graduate
- Undergraduate cumulative minimum grade point average (GPA) of 3.0 on a 4.0 scale
- US citizen or Legal Permanent Resident at time of applying
- Experience with Microsoft Office Products (Word, Office, Excel, and Teams).

COMPENSATION

The salary range is based on academic rank, academic discipline, and prior experience.

HOURS

8:00 a.m. – 5:00 p.m.

Monday through Friday

Actual schedule will be determined upon hiring.

TO APPLY

Please [complete the online application](#). Send resume, cover letter, and two (2) letters of recommendation to students@anl.gov. Please reference the position to which you are applying.

DEADLINE:

Friday, April 9th, 2021

FOR MORE INFORMATION

Educational Programs
Argonne National Laboratory
www.anl.gov/education

Host Division

Educational Programs and Outreach
www.anl.gov/education/undergraduate-programs