

FEDERAL SECTOR INTERNSHIPS

HACU NATIONAL INTERNSHIP PROGRAM

Work in Major U.S. Cities

Gain Real World Experience

CORPORATE SECTOR INTERNSHIPS

PAID INTERNSHIPS FOR ALL MAJORS

Work in Washington, D.C., or other major U.S. cities

Whether you're seeking an internship with the federal government or in the corporate sector, the Hispanic Association of Colleges and Universities (HACU) can provide you the opportunity to graduate with career experience.

For over 25 years, the HACU National Internship Program (HNIP) has been a premier student program promoting diversity in the federal and corporate workforce.

Eligibility

- Be enrolled in a degree-seeking program at an accredited institution in the U.S. or Puerto Rico. Recent graduates are eligible for a limited number of internships.
- Have completed freshman year
- Be an undergraduate or graduate student
- Have a minimum 3.0 GPA on a 4.0 scale
- Be authorized or eligible to work by law in the U.S.

Travel and Housing

- Round-trip airfare for interns is arranged and paid by HACU.
- Federal interns can choose to arrange their own housing or can request HACU-arranged housing. Federal interns in HACU-arranged housing pay through payroll deductions and corporate interns pay via electronic funds transfer.

Federal Interns

Pay is based on 40 hours per week.

Undergraduate	\$550
Graduate	\$620

- Applications are accepted year-round for spring, summer and fall session internships.
- Student veterans and students with disabilities are strongly encouraged to apply.

Corporate Interns

Corporate interns will be paid salaries similar to federal interns based on 40 hours per week, at minimum.

- Resumes are accepted year-round, primarily for summer internships. Most interviews take place between August and March. Email resume to CHNIP@hacu.net or apply online.

HNIP Application Deadlines

Spring 2018 Internship dates:

Jan. 11 - April 27

Application Opens: Sept. 5, 2017

Application Deadline: Oct. 27, 2017

Summer 2018 Internship dates:

June 1 - Aug. 10 (regular dates)

June 14 - Aug. 24 (quarter dates) *

Application Opens: Sept. 5, 2017

Early Deadline: Oct. 27, 2017 **

Regular Deadline: Feb. 16, 2018

* Later start date in the Summer is only available for applicants who attend institutions that operate on a quarter calendar.

** For consideration of U.S. Intelligence Community internships and corporate internships.

Fall 2018 Internship dates:

Aug. 23 - Dec. 7

Application Opens: Jan. 16, 2018

Application Deadline: June 8, 2018

Information about the HACU Scholarship Program, HACU Student Track Conference Scholarships and other student programs is available at www.hacu.net.

For more information or to apply online
visit www.hacu.net/hnip





National Internship Program

Sample Federal Internships

*Not a complete list of internship opportunities available

Desired Major: Business Administration, English

Posted by: Department of Commerce

Assist staff with special projects related to the A-76 and Federal Activities Inventory Reform (FAIR) Act, which may include assisting program managers in developing and implementing department-wide policy and guidance. Assist in compilation of commentary and evaluation of policy, editing of work product, data analysis, data entry.

Desired Major: Human Resources; Education, Political Science

Posted by: Department of Defense

Work with special emphasis and affirmative employment programs. Review and develop affirmative employment plans and accomplishment reports and provide general oversight, analysis, and guidance on special emphasis programs that include minority groups, women and persons with disabilities.

Desired Major: Computer Science, IT/IS

Posted by: National Science Foundation

Develop and deploy tools to aid in the analysis and understanding of security relative to the CISE LAN network resources. Procedures for resolving issues will be developed, tested, documented and implemented. Intern will have several group oriented support tasks and opportunities in the area of network engineering.

Desired Major: Journalism, Public Affairs/Relations

Posted by: Department of the Interior

Develop and maintain an effective working relationship with public interest groups, regional management, media representatives, etc. Gain organizational skills sufficient to coordinate media and outreach events and schedules.

Desired Major: Accounting, Finance, DIS

Posted by: Department of the Treasury

The intern will be exposed to various areas within Debt Management Services. Emphasis placed on developing the particular skills and interests of the intern such as: accounting, finance, computers, oral and written communication.

Desired major: Geography/GIS

Posted by: U.S. Department of Agriculture

Use ArcMAP and custom tools to digitize and edit Common Land Unit (CLU) GIS data and generate geographic information system (GIS) maps; develops GIS maps from orthophotos, rough drawings, sketches, GIS data files and verbal instructions; performs finishing edits and quality assurance checks regarding GIS data accuracy; produces maps for final review.

Desired Major: Social Science

Posted by: Department of Veterans Affairs

Intern will serve as research assistant to scientists conducting research in epidemiology and HIV/AIDS, specifically targeting the minority and disadvantaged populations. Duties may include writing reports, conducting evaluations and program assessment. Research

Desired Major: Finance

Posted by: Federal Reserve Board

Assist financial analysts and division management in retrieving and analyzing information used to assess the financial condition and reporting compliance of financial institutions and to develop supervisory policies.

Desired Major: Graphic Design, Fine Art, or Related Majors

Posted by: U.S. Department of Agriculture

Provide graphic design support to develop a broad range of products including brochures, programs, covers, posters, flyers, exhibits and presentations. Interface with a variety of staff members to conceptualize and design products; Intern may be tasked with coordinating production with printing contractors.

Desired Major: Biochemistry

Posted by: National Institutes of Health

Will assist with purification of a neuro-transmitter receptor from bovine brain; prepare solutions, perform basic biochemistry assays of protein, lipid, and cholesterol. Quantify protein with polyacrylamide electrophoresis.

Sample Federal Internships, Continued

Desired Major: Biology, Chemistry, Medical Tech

Posted by: Department of Veterans Affairs

Intern will rotate through the various laboratory systems- Chemistry, Microbiology, Hematology, Immunology & Molecular Biology, etc. Relate to laboratory findings with clinical findings, help implement new standards, and become familiar with laboratory accreditation and their regulations.

Desired Major: Health Care Administration

Posted by: Department of Veterans Affairs

Intern will work in the Chief, Patient Administrative Service office rotating through various departments assigned to the Chief. Incumbent will gain hands-on experience in all aspects of hospital administration including finance, process examination and policy.

Desired Major: Public Policy

Posted by: Centers for Disease Control & Prevention

Work with the policy team in the Office of the Director, Global AIDS Program. Responsibilities will be to analyze legislation, respond to requests for information from inside CDC as well as the White House and Congress; help prepare briefing materials, testimony and presentations for senior staff; assist with the ongoing University Technical Assistance Program, which pairs U.S.-based academic researchers with colleagues in developing countries to advance prevention, care and treatment of HIV/AIDS.

Desired Major: Human Resources

Posted by: Office of Personnel Management

Intern will assist specialists in various HR functions including recruiting, staffing, classification, position management, employee development and other programs.

Desired Major: Mechanical Engineer

Posted by: Federal Aviation Administration

The intern will be working on the Landing Loads Program, including data collection of aircraft landing, data reduction, and analysis.

Desired Major: Human Resources, Business Admin

Posted by: Department of Labor

Assist senior specialists in developing and implementing human development programs. Research and analyze human resources programs and regulations, draft program guidance.

Desired Major: Agriculture, Animal Science

Posted by: U.S. Department of Agriculture

Studies and applies principles, methods, and techniques of compiling, analyzing, and disseminating information; Collects and summarizes information relative to general livestock market conditions, as well as information and data on receipts, shipments, and prices. Confers with producers, buyers, sellers, and others in the livestock industry to obtain pertinent information and keep abreast with marketing conditions in the designated area.

Desired Major: Communications, Information Resources, Project Management

Posted by: U.S. Department of Agriculture

Complete a greenhouse gas inventory for the Agency, develop sustainable operations performance metrics, support Agency Green Teams focused on environmental foot reduction, support sustainability communication for internal and external use, engage in various phases of the work, projects and/or product completion.

Desired Major: History, Education, Library Science

Posted By: NARA

Engage in archival research to create additional educational content and programming for the Cold War era; coordinate a July 4th public event; support/coordinate/primary source document research experience for teachers; develop educational guides for museum visitors.

Desired Major: Forestry, Environmental Sciences

Posted By: Department of the Interior

This position will work in forestry, soils, hydrology, fisheries, botany, wildlife and recreation. Learn how to locate and identify streams using compass and GPS, survey for wildlife and fish, work in forest management. Most days will be in the field navigating and hiking in steep terrain.

Desired Major: Public Policy

Posted by: Library of Congress

Work on issues related to the employment and return to work efforts of persons with disabilities. Issues for analysis include the employment rate of persons with disabilities; barriers to work faced by persons with disabilities; and the employment supports offered by public programs such as vocational rehabilitation and the Ticket to Work program.