



Academic
Internship
Council



GEO
Study Abroad



LONDON INTERNSHIP PROGRAM

The Placement Process

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TODAY'S AGENDA

- What is an academic internship?
- Why do an internship abroad?
- The placement process
- Next steps

WHAT IS AN ACADEMIC INTERNSHIP?

Work-based learning...

A **short term, academic, supervised, practical work experience** that exposes a student to responsibilities in a career field of interest.

- ✓ Exposure to working styles & cultures
- ✓ Practical application of academic courses
- ✓ Development of transferrable skills
- ✓ Reflective practice
- ✓ Examine local business culture, communication, and linkages between local observations and global trends



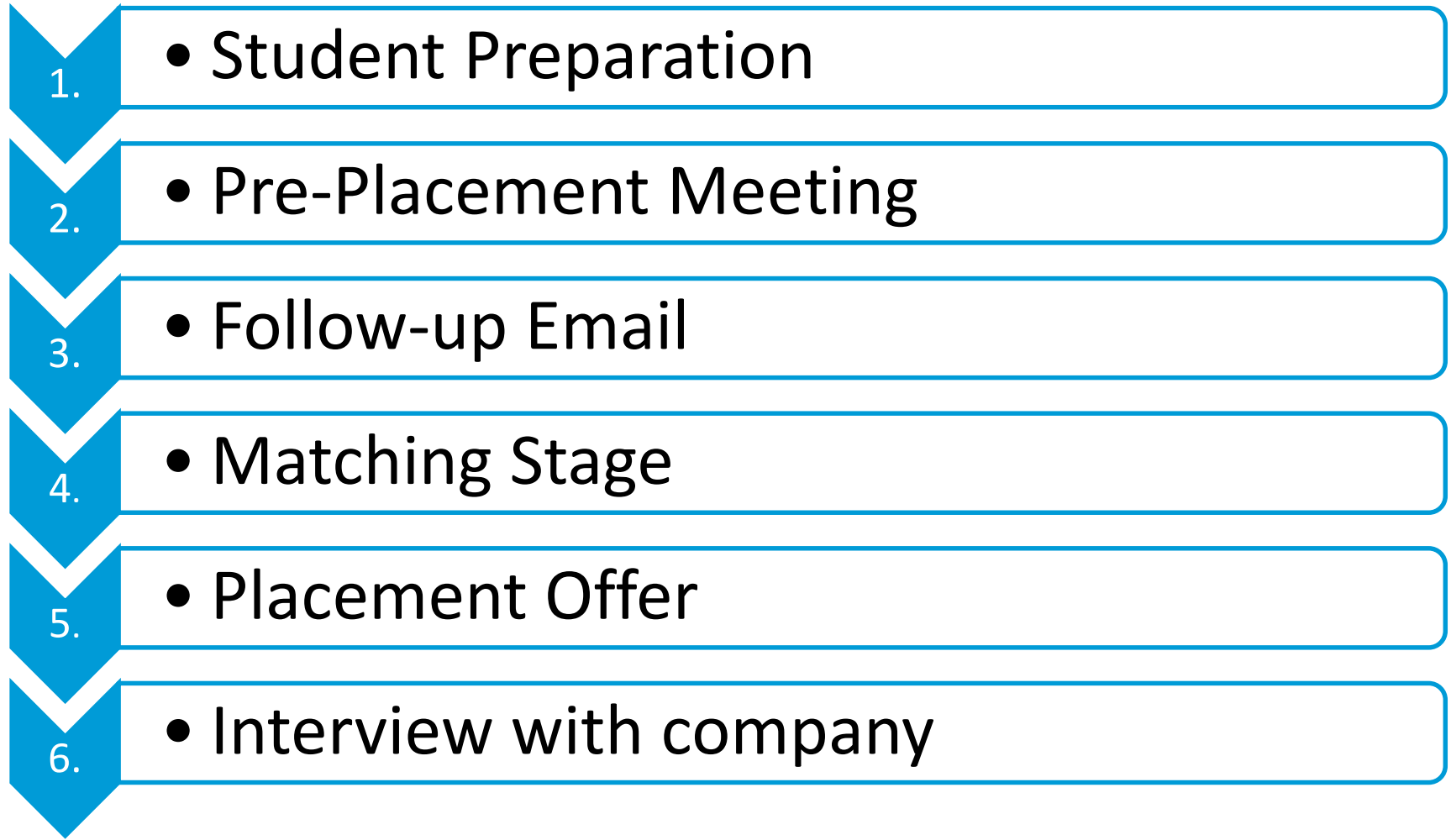
WHY AN INTERNSHIP *IN LONDON?*

Experience your industry in action

- Exposure to international work environment
- Develop new skills
- Increase your knowledge of industry and global community
- Grow your professional network. Numerous networking events and free lectures allow opportunities to learn more about your industry and connect with professionals at all stages of their career
- Gain new perspectives on your academic, professional, and personal life goals



The Placement Process



The Placement Process

1. Student Preparation

- Prepare for our pre-placement meeting:
 - Internship Preferences Questionnaire
 - CV (Resume)
 - Be prepared to discuss your priorities & goals

2. Pre-Placement Meeting

- 30-min meeting between you and London Director
- Discuss priorities, goals, CV revisions, and placement process

The Placement Process

3. Follow-up Email

- After the pre-placement meeting, I will send you a follow-up email that summarises our conversation, goals, and any next steps (i.e. updates to CV, etc).

4. Matching Stage

- I look into a placement based on:
 - Your previous work experience
 - Your academic credentials
 - Your IT skills
 - The specific requirements of employers
 - Timing! (not all opportunities are available depending on the time of your programme)

The Placement Process

5. Placement Offer

- I will email your placement information:
 - Company details
 - Internship role description
- Timing can vary!

6. Interview with company

- I will then set up a Skype interview with the company
- Your placement is provisional at this point and will depend on the outcome of your interview
- I will provide interview guidance (and can do mock interviews)!

During Your Placement in London

Professional
Development
Workshops

Ongoing
advice and
Support

Networking
Events

Mid-Term and
Final Reviews

A NOTE ON INTERNSHIP OPPORTUNITIES

Internship Placements are Customized to Each Student

- Internships will depend on students' individual interests, experience and skills, and on current employer work cycles and projects
- We work closely with each student to determine an internship that is best suited for them
- An academic internship is not going to be your dream job – but it will provide insight into the realities of working, and all the good and bad that comes with it!
- It CAN help you develop skills and learn more about what you do (or don't) want to do



NEXT STEPS: INDUSTRY PREP



London/UK Culture

- BBC News
- The Times
- The Telegraph
- The Guardian
- Time Out London



Financial Services

- The Financial Times
- The Economist
- uk.reuters.com
- euromoney.com



Theatre

- The Stage magazine
- Officiallondontheatre.co.uk
- UK Theatre Magazine



Film/TV/Journalism

- Broadcast magazine
- The Journalist magazine
- Media Week



PR/Advertising/Mktg

- PRWeek.com/UK
- Campaign magazine
- Brand Republic
- Marketing Week



Healthcare

- Healthcare-today.co.uk
- NHS.uk/news

NEXT STEPS

- Complete & Submit your Internship Preferences Questionnaire and CV
- Prepare for your Pre-Placement Meeting
- Questions? Email scooper@academicinternshipcouncil.org

THANK YOU!