

# Add Parker Dewey micro-internships to your resume

## What is a micro-internship?

- Micro-Internships are short-term, paid, professional assignments that are similar to those given to new hires or interns.
- These projects help you explore career paths and the skills needed to be successful.
- Unlike traditional internships, Micro-Internships can take place year-round and typically range from 10 to 40 hours of work.

## How can I access a micro-internship?

- [Create your Parker Dewey account here.](#)
- Search opportunities and identify: the level of engagement, the expected "deliverable", the time commitment, the due date and compensation information.
- Submit your resume and cover letter. The company will reach out to you for an interview or with next steps.

**Please note: submitting an application does not guarantee that you will be selected for the micro-internship**

## Add the micro-internship to your resume

- Unless given explicit permission from the company, do not list the company name.
  - If this happens, list the company as "Parker Dewey"
- You are considered an "Independent Consultant", not an employee of the organization or Parker Dewey.

**Reference the example below.**

List your job title as "Independent Consultant"

List the company name as "Parker Dewey", unless the company gives you permission to use their name.

Independent Consultant, Parker Dewey

*Completed a micro-internship for a Chicago based SaaS platform creating SEO content to attract and education professionals.* October 20XX

- Bullet point explaining the project you completed.
- Bullet point explaining the task and deliverable that you complete for the project.
- Bullet point describing any software, tools or specialized skills you acquired/ used.

Include the month and year you completed the work simulation.

If you cannot use the company name, provide a brief description of the company.

Use Action Verbs to start each bullet point.