

INTERNSHIP SEARCH DETOUR ROADMAP FOR RUNNERS

With ongoing disruption in the workforce, you may be wondering what internship opportunities are available or where to start your search. Many companies are cancelling their internships, while others are exploring the option of going virtual. So where does that leave you? These changes offer a chance to adjust your course. To help you navigate, the University Career Center has created a step-by-step road map for searching for internships in a market affected by COVID-19.

STEP 1: RESEARCH AVAILABLE INTERNSHIPS

Searching for an internship involves using many different websites (e.g. [Handshake](#), [Indeed](#), [Texas Internship Challenge](#)). Go to these sites and include “remote” in your search to identify potential virtual positions. Other websites that help to check the status of internships include:

- <https://covintern.com/jobs/>
- <https://thrivecash.com/student-hiring-tracker>
- <https://candor.co/hiring-freezes/>

Consider alternative methods to source potential internships such as professors, career counselors, family members, etc. This is a good time to tap into your network or consider developing it. Professional associations or organizations may even share information on opportunities available for you. Find professional associations relevant to your major at [What Can I Do with this Major?](#)

STEP 2: PREPARE TO DETOUR

We understand that some fields provide more virtual opportunities than others. If you find yourself at a standstill after searching remote internship opportunities, be prepared to detour and navigate alternative avenues. This is a great skill to have for your future career as well.

Explore alternative avenues such as projects. [Micro-Internships](#) are short-term paid opportunities with industry professionals. You get work-integrated experience by completing a project and interacting with a professional in the field.

Have you ever considered self-employment? Even if you are not interested in starting your own business, you may want to consider freelance type opportunities such as [Upwork](#) or [TaskRabbit](#) or consider creating your own project. Additional remote worksites include:

- [Jobspresso](#)
- [Just Remote](#)
- [Letsworkremotely](#)

What about research? You can identify an area of interest that you want to explore and seek out a mentor for guidance. Avenues may include industry professionals, professors, or the [Office of Undergraduate Research](#). Even if it is not termed “Internship,” your experience will help you gain valuable professional skills.

STEP 3: CONTINUOUSLY BUILD YOUR SKILLS

Skill building is something you can do throughout your career journey. The exciting thing about building professional and marketable skills is that you can do it from anywhere. UTSA offers two resources for professional development for all UTSA students: [UTSA Learning Zone](#) and [LinkedIn Learning](#). Additional external resources include:

- [MOOC](#)
- [College & Life Success](#)

Consider connecting with industry professionals and UTSA alumni through [LinkedIn](#). By doing so you can initiate virtual conversations and seek out virtual job shadow opportunities.

STEP 4: SET YOUR PLAN IN MOTION

To ensure that your internship search is successful, we encourage you explore the virtual resources available to you through the [University Career Center Online](#). We may not always be physically in the office, but we are here and ready to support you virtually!

As you prepare to apply for remote internships, you can access a library of [Resume Samples](#) by college, review [Cover letter tips and samples](#), and utilize [VMock](#) to receive on the spot resume feedback. Just as you would for a job, you want to have a tailored resume and cover letter for each internship position that you apply for.

Once you have submitted your application, resume, and cover letter, we welcome you to participate in a practice interview virtually through [InterviewStream](#). If you prefer completing a virtual mock interview with a career counselor, you can do so as well by scheduling an appointment on [Handshake](#) and receive feedback on the spot.

STEP 5: SEEK OUT SUPPORT

Whether it is a mock interview, resume review, internship assistance, or other area of interest, we encourage you to let us know how we can support you. Virtual drop-in hours are hosted every week via [Handshake Events](#) or we welcome you to schedule an appointment at your convenience via [Handshake Appointments](#).

Searching for an internship, especially in a market affected by COVID-19, can seem like a daunting task. Often, the process requires repeat efforts. However, you are not alone. The University Career Center is here to help and invites you to contact us for assistance.