WEB INTERNSHIP

The Web Internship position offers the opportunity to learn directly from the OUC's web development team and provide support to the entire OUC team with various communications initiatives of Howard University. The most important characteristics that we are looking for in potential student employees are reliability, a strong work ethic, integrity, attention to detail, general web savviness, and a willingness to learn. Experience with the following applications are preferred, but NOT required:

- Drupal
- Dreamweaver
- Photoshop or Fireworks
- Mac or PC
- Adobe software products (any)

In addition, skills in the following areas are preferred, but NOT required:

- Writing/editing
- General communication
- HTML
- CSS
- PHP
- MySQL
- Graphic and web design

Paid internships require a commitment of 20 hours per week. Most for-credit OUC internships average 12-20 hours per week, depending on student course requirements, while volunteer positions allow a bit more flexibility to coincide with a student's need or desire to offer fewer or varied hours. At the beginning of each semester, interns are asked to schedule consistent weekly hours within the time-frame of Mon.-Fri., 10am-5pm.

For consideration, candidates are asked to submit the following to Stephanie Zerweck (stephanie.zerweck@howard.edu):

- Specification of "Web Internship Application" in the subject-line
- Resume
- Cover letter
- Blocks of time to choose from for a 30-minute interview
- Proposed work-schedule
- Work samples (links or attachments), if available

Once a candidate's documents/details are received, an interview time will be arranged for her or him to meet with OUC team members. Candidates are encouraged to bring select work samples or a portfolio to their interviews and contact Ms. Zerweck as needed with any additional questions.