INTRODUCTION TO THE COOPERATIVE EDUCATION & INTERNSHIP PROGRAM

Career Services
UW-La Crosse
Centennial Hall, Suite 1140
(608) 785-8570
coopintern@uwlax.edu
CAREER SERVICES STAFF

The following Career Services staff members are available to assist you with the internship application process:

- Gail Beausoleil, Director
- Karolyn Bald – Liberal Studies and Arts & Communication majors
- Brenda Leahy – Accountancy & Finance majors
- Aiyana Dettmann – Marketing, Management & Econ
- Josh Bench – Science majors and CS/IS
- Maureen Wilson – Internship Applications & Registration
BENEFITS OF AN INTERNSHIP

- **Career Exploration** – Internships allow you to explore career options.
- **Related Work Experience** – Internships provide the opportunity to gain valuable work experience prior to graduation.
- **Academic Credit** – You may have the opportunity to earn academic credit for an internship, depending on your major and prerequisites.
- **Financial Assistance** – Some internships are paid, especially those offered by for-profit organizations.
LOCATION & DURATION

- **La Crosse Area** – A wide variety of internships are available within a 20-mile radius of La Crosse. Many are part-time positions during the school year; some are multi-semester positions that may go year round.

- **Regional/National** – Interns also work at organizations throughout the Midwest and U.S. Year round opportunities, but most available in summer.

- **International** – Students interested in internships outside the U.S. should contact the UW-L International Education Office.
ACADEMIC CREDIT

- Some departments offer internship credit in the major. The amount of credit and the prerequisites vary by academic department. Check your catalog and advisement report for details.
- If your major does not offer credit, you may still be eligible to earn credit in CEI 450.
- Many students decide to do non-credit internships.
- The Internship Program does not satisfy requirements for required internships in Health Professions, Recreation, Health Education and Exercise Science.
EAGLE OPPORTUNITIES

UW-L portal to powerful job search resources. By completing a brief profile and uploading a resume, you get:

- **Internship & Job Vacancies:** All relevant internships sent to Career Services are listed in Eagle Opportunities. Part-time and post graduation jobs are also listed.

- **Job Search Agents:** E-mail notification of newly posted jobs and internships according to specific search criteria.

- **On-Campus Interviews:** Some employers interview on campus for co-op/internships and/or full-time positions. These interviews are posted in Eagle Opportunities.

- **Career Events:** Calendar of important career events such as Career Fairs, employer panels and workshops.

- **Access to additional resources for your internship and job search.**
ACCESSING EAGLE OPPORTUNITIES

Two ways to login from the homepage:

- Login links near top of page
- Login widget at bottom of page
LOG IN TO EAGLE OPPORTUNITIES

Eagle Opportunities Student/Alumni Login

What is Eagle Opportunities?

Students
Your User Name is your student ID number.

NEW USERS - Your default password is set randomly by Eagle Opportunities. Click this link to have your password emailed to you by UW-L Career Services at your UW-L email address.

If you forget your password, use the “Forgot your password?” link below. This will reset your password and email it to the email address listed in the system. If your email address has changed (after graduation, for example), call Career Services at the number listed below to update your record.

Alumni and Community should contact Career Services for login details.

First time user? Please review the consent to release agreement.

Need help? Contact Career Services at career@uwlax.edu, call 608.785.8514 or take a look at the Student Users Guide (.pdf file).

User Name: [blank]
Password: [blank]
Login
Forgot your password?
Welcome, Sarah Student

Career Services is located in Centennial Hall, Suite 1140

Find us on Facebook and LinkedIn - Click on the logos on the right side of this page.

Use the menu bar above to navigate in the system
- To edit/update your profile - Select My Account, My Profile.
- To create/upload/edit your resume - Select My Account, My Documents and Reports. Resumes can be uploaded in .doc, .docx, .rtf or .pdf file formats.
- To search internship and/or job opportunities - Select Internships & Jobs, Internship Job Search.
- To view career event info, including employer lists for career fairs, click on Career Events.
- To view on-campus interview activity (including preselect status), referrals and placements - Select My Account, My Activity.

See the user's guide, How to Use Eagle Opportunities, for more information.

Spring 2015 Career Events - See the Career Events menu above for more info.

Minnesota Job and Internship Fair - Earle Brown Heritage Center, Minneapolis, Fri., Feb. 6, 2015, 11am - 3pm

Summer and Part-Time Job Fair - (Camps, Seasonal and other Employment), Cartwright Center, Valhalla, Weds., Feb. 18, 2015, 10am - 3pm

Career Fair 101 - Centennial Hall, Cameron Hall of Nations, Fri. Feb 20, 2015, 11am -
SEARCH FOR INTERNSHIPS

UW-La Crosse
Eagle Opportunities

Job Search

All jobs and internships can be searched using the Job Category and Position Type fields shown on the Basic Search.

After selecting or changing items in search fields, click the green Search button to update your search results.

For more search options, click the Advanced Search link to the right of the green button below. Most internships can also be searched by Major. Jobs, however, are best searched by Job Category.

Job Category:  

Position Type:  

Search  Advanced Search  Clear

UW-L Eagle Opportunities Jobs (1255)

Internships.com  Indeed Jobs

Viewing records 1 - 40 of 1255 Prev 1 2 3 >> Next

Sort By: Expiration Date  Ascending  Expand

100088 / Spring 2015 Laboratory Internship

Davy Laboratories

Job Location (ST-Qty):  WI-La Crosse

Position Type: Internship  Expiration Date: 1/30/2015

Save Search  Email me new Jobs

Add To Favorites
SEARCH FOR INTERNSHIPS

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<table>
<thead>
<tr>
<th>Job Category:</th>
<th>Position Type:</th>
<th>Internship</th>
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<tbody>
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<tr>
<td>Organization Name:</td>
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<td></td>
</tr>
<tr>
<td>Majors:</td>
<td></td>
<td>Public Administration Major</td>
</tr>
<tr>
<td>Job Location (ST-City):</td>
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</table>

**Search Interviews Only**

**UW-L Logic Opportunities Jobs (58)**

<table>
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<tr>
<th>Interview Date:</th>
<th>Search Interviews Only</th>
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**Viewing records 1 - 40 of 58 Prev | 1 2 | Next**

**Sort By:**

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<tr>
<th>Job Location (ST-City):</th>
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<th>Expiration Date:</th>
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</thead>
<tbody>
<tr>
<td>MI-Ann Arbor</td>
<td>Internship</td>
<td>1/30/2015</td>
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**Add To Favorites**

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<tbody>
<tr>
<td>WI- Madison</td>
<td>Internship</td>
<td>1/30/2015</td>
</tr>
</tbody>
</table>
102786 / Corporate and Legislative Affairs Intern (Summer 2015)
CUNA Mutual

Position Information

Linked Schedule:

Wage/Salary:
Paid

Position Begins: Position Ends:

Job Description, Qualifications & Application Instructions:
The Corporate & Legislative Affairs Intern will be responsible for assisting with the creation of press releases and political grassroots action alerts. This person will cover assigned Congressional webinars and prepare summaries; draft letters to various elected officials; assist in arranging site visits of elected officials; assist the CUNA Mutual Political Action Committee; attend potential Meet & Greets with various CUNA Mutual managers/directors; write articles for inclusion in the monthly newsletter, The Federal Advocate; and other assigned tasks.

Job Requirements
- Pursuing bachelor's degree in Government or related field, or leverage public policy experience.
- Self-motivation and self-direction. Ability to work independently.
- Ability to work in a team environment, and learn and grow with a results-focused work ethic.
- Strong customer orientation and excellent communication skills; verbal, written, interpersonal and presentation.
- Excellent organizational skills and attention to detail related to project planning and execution.

Internship Program
Hands on experience can set you apart in a competitive job market. Our formalized Internship Program is designed to lead college students down the path to a successful career. As an integral part of high performance teams, you are in a position where you can apply what you have learned in the classroom while gaining new skills in a dynamic professional setting. You will focus on project-driven work that has a direct impact on the company, and be competitively paid.

CUNA Mutual Group is a great workplace that allows you to challenge yourself, grow and develop, win and be rewarded. Employees are dedicated to a strict code of values that drive how we do business the credit union way. Along with desirable benefits, we offer competitive compensation, bonus pay, and significant professional growth opportunities.
Apply to each internship in one of the following ways:

- Apply directly to the employer following the instruction in the position details
- Apply online through the system (requires uploaded resume)
- Apply through an on-campus interview (requires uploaded resume)
RESUMES

- Visit the Career Services Home Page for resume guidelines and sample internship resumes.
- Schedule an appointment for a resume critique with a Career Services staff member. During the appointment, the staff member can also review the internship application process with you.
- Upload your completed resume into Eagle Opportunities as a Word, rich text or .pdf document.
INTERVIEWS

- Interviewing resources and help information are available on the Career Services Home Page.
- Interviews may be on campus, at the employer site, over the telephone or through Skype or other online video.
- Prior to an interview, review the position description and organization information to be better prepared.
- Consult with a Career Services staff member if you have any questions or concerns regarding interviews.
ADDITIONAL INTERNSHIP RESOURCES

- Career events sponsored by Career Services in the fall and spring bring many internship employers to campus. Some employers may advertise their internships only at these events. Visit the Career Services Home Page for a calendar of events.

- You may search on your own for internships via the Internet or other resources. Please see internship links on the Career Services Home Page for additional web-based resources.

- If you have an interest in a specific employer, location or type of position that has not been advertised through Eagle Opportunities, please schedule an appointment with a Career Services staff member.
TIMING AND DEADLINES

- Begin your search 6-9 months ahead of when you want to begin an internship, particularly for internships that are nationally competitive, such as positions with the federal government.
- Some employers may advertise positions that begin after the semester starts. Your flexibility to apply for such a position may increase your chances of obtaining the internship.
- The majority of internships are advertised in the Eagle Opportunities during the following periods:
  - Spring Internships → Early to Mid Fall
  - Summer Internships → Late Fall to Mid Spring
  - Fall Internships → Mid Spring to Early Fall
AFTER SELECTION

Notify Career Services after you have accepted an internship, even if you are not receiving credit for the experience.

If you wish to receive credit for the internship, see a Career Services staff member to discuss your credit options and to assist you with the credit approval process.
For assistance with your resume, cover letter, interviewing, or a special request, schedule an appointment with a Career Services staff member at (608) 785-8514.