WHAT CONSTITUTES AN INTERNSHIP?

- Relevance to academic course of study and/or career goals
- Clearly defined job description, including responsibilities, learning objectives and expected deliverables
- Meaningful, substantive assignments that utilize individual strengths, work interests, and that significantly contribute to organizational goals
- Host employer is a professional and structures an employer-employee relationship with learning objectives/goals
- Opportunity to develop professional and technical skills, as well as acquire knowledge of a specific industry, field, core function
- Quality supervision and sufficient formal and/or on-the-job training
- Supervision from a senior professional with expertise and/or professional background in field of experience
- Effective performance management and ongoing feedback sessions from supervisors
- Opportunity to interact with key department decision-makers
- Mentoring opportunities
- Productive and supportive work environment
- Defined beginning and end

NOTE: Criteria for SIPA internships includes the above general information, along with specific criteria outlined here on the Office of Career Services website under Internship Eligibility: [https://sipa.columbia.edu/careers/internship-program/sipa-internship-program](https://sipa.columbia.edu/careers/internship-program/sipa-internship-program).