

## Summer Jobs for 2014

by David Marwick for JobAssist.org  
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If you are new, or relatively new, to the world of work, a summer job can provide the critical first step to a successful and productive career. A solid start is important because you probably have decades of work ahead of you. This paper discusses (1) overall thoughts and resources, (2) federal summer jobs, (3) pros and cons of unpaid internships, (4) jobs for STEM students, and (5) final thoughts. At the end is a compilation of related articles.

### 1. Overall Thoughts and Resources

A summer job may provide you a paycheck. But, even if it doesn't, it may provide other important benefits. These include exposure to the world of work in general, experience in a particular occupation and industry, and meeting people who can later serve as references when you are applying for a paying job.

Here are three articles that discuss how to structure your job search and why you need a resume.

“Teen Tips: How to Find a Summer Job,” by Jill Moroson, *WhereWhatWhen*, 03.01.12

<http://www.wherewhatwhenarchives.com/2012/03/teen-tips-summer-job/>

“How to Nail the Job Search in College? Treat It Like a Class,” by Carolina Perez, 01.15.12

<http://www.thedailymuse.com/job-search/how-to-nail-the-job-search-in-college-treat-it-like-a-class/>

“Teen Tips: Why Resumes Are Important at Any Age,” by Debra C. Varon, *WhereWhatWhen*, 04.01.12

<http://www.wherewhatwhenarchives.com/2012/04/teens-why-resumes-important/>

### 2. Federal Summer Jobs

The federal government has long been a source of summer jobs and internships for many young people in the Washington area. However, these positions are very competitive and the deadlines often close around the end of the calendar year for the following summer.

Kathryn Troutman, the high priestess of federal job search, presented free webinars for students and recent graduates on federal summer jobs. She notes that “The federal resume is different than the private industry resume. Learn how to stand out with a federal resume for a Pathways internship or position.”

It is possible that she will present this webinar again. Check [www.resume-place.com](http://www.resume-place.com). At that web site, you will also find lots of information about applying for federal jobs.

To find information on federal summer jobs, you can search the government's overall job portal—[www.usajobs.gov](http://www.usajobs.gov)—and individual agencies' web sites. Kathryn Troutman noted that “Pathways

internships are posted on USAJOBS. But there are tons of other types of internships in government that are NOT on USAJOBS. You have to look at each agency website.”

The Congressional Research Service has compiled general information on federal summer jobs. See *Internships, Fellowships, and Other Work Experience Opportunities in the Federal Government*, by Christina Miracle Bailey and Jennifer E. Manning, July 8, 2013. Available at [http://www.senate.gov/CRSReports/crs-publish.cfm?pid=%26\\*2%3C4Q,O?%0A](http://www.senate.gov/CRSReports/crs-publish.cfm?pid=%26*2%3C4Q,O?%0A)

## **Benefits**

In September 2012, Derrick T. Dortch, a regular Washington Post columnist on federal jobs, wrote:

“Summer is officially over and for many college students, it’s time to hit the books. But if you are an undergraduate or graduate student interested in a federal job eventually, then now is the time to focus on two key tasks: finding a federal internship and preparing to get a security clearance.

“The federal job market has always been competitive, but as agencies tighten budgets and fewer workers retire, finding ways to get a foot in the door become even more critical. Internships are one of the best ways to achieve full-time federal employment.

“The good thing is that internships are all around. Most agencies, bureaus, departments, divisions and offices have internships...”

The complete article, “An internship can be a first step to government job,” is at [http://www.washingtonpost.com/local/dc-politics/an-internship-can-be-a-first-step-to-government-job/2012/09/05/0599e7b2-f791-11e1-8398-0327ab83ab91\\_story.html](http://www.washingtonpost.com/local/dc-politics/an-internship-can-be-a-first-step-to-government-job/2012/09/05/0599e7b2-f791-11e1-8398-0327ab83ab91_story.html)

## **Deadlines for 2014**

Summer jobs are a case where the early bird clearly gets the worm, or at least has a better chance. This manifests itself in three ways:

1. Deadlines for this coming summer started closing in early January.
2. Some jobs are open for a brief period. For example, applications were accepted for only 1 week for one agency’s summer jobs.
3. Another agency accepted only 50 applications for a particular job. The 51<sup>st</sup> applicant may have been better qualified than any of the previous 50, but that application was not accepted—and no one saw it.

## **3. Unpaid Internships**

To get a job, you need experience, according to conventional wisdom, but to get experience, you need a job. One solution to this seemingly insoluble problem is an unpaid internship. Although such a position does not provide a paycheck, it can provide other important benefits--work experience and references--that can lead to a paying job.

The last few years have seen a spirited debate about the pros and cons of internships, especially those that are unpaid. A seminal work on this topic was Ross Perlin's 2011 book, *Intern Nation*.

In May 2012, *The New York Times* published a general, if largely skeptical, article about unpaid internships. "Jobs Few, Grads Flock to Unpaid Internships," by Steven Greenhouse, 05.05.12, <http://www.nytimes.com/2012/05/06/business/unpaid-internships-dont-always-deliver.html?pagewanted=all>

### **Favorable examples**

Here are two articles that describe the positive aspects of an unpaid internship:

- "When Volunteer Work Blossoms," by Mia Schmid, 11.04.12, [http://www.nytimes.com/2012/11/04/jobs/volunteer-work-as-a-path-to-full-time-employment.html?\\_r=0](http://www.nytimes.com/2012/11/04/jobs/volunteer-work-as-a-path-to-full-time-employment.html?_r=0))
- "Why to Think Twice About Bypassing Unpaid Internships," by Jessica Taylor, 02.13.12 <http://www.thedaily muse.com/job-search/why-to-think-twice-about-bypassing-unpaid-internships-2/>

### **Unfavorable examples**

Here are two other articles, which describe the negative aspects:

- "Seeking Chic, Brilliant Intern to Thread Needles (No Pay)," by Ginia Bellafante, 09.15.12, [http://www.nytimes.com/2012/09/16/nyregion/seeking-chic-edgy-brilliant-intern-to-thread-needles-free.html?ref=giniabellafante&\\_r=0.](http://www.nytimes.com/2012/09/16/nyregion/seeking-chic-edgy-brilliant-intern-to-thread-needles-free.html?ref=giniabellafante&_r=0.)]
- "Internship Horror Stories (and How to Avoid Them)," by Ashley Faus, 12.05.11 <http://www.thedaily muse.com/job-search/internship-horror-stories/>

## **4. Jobs for STEM Students**

Students in STEM fields (science, technology, engineering, and mathematics) are especially sought by federal agencies and others. An underappreciated source of jobs for such students are federally funded research and development centers (FFRDCs). According to Wikipedia, there are 39 such centers throughout the country, including MITRE and the Center for Naval Analyses in the DC area. See <http://en.wikipedia.org/wiki/FFRDC>.

## **5. Final Thoughts**

To find a paid job or an unpaid internship in any field, we suggest relentless networking. You know somebody who knows somebody in the field that interests you. Work through your teachers/professors, your parents' friends, your friends' parents, etc., etc.

Remember that not all openings are advertised. Some don't even exist until you approach someone, impress him/her, and get him/her to start thinking about how you can help achieve that person's goals.

For every opening you apply for, you will need to customize your resume. That means demonstrating how your education and experience specifically relate to the opening's requirements.

At <http://jobassist.org/resources/resumes/>, you will find

- A general presentation on resumes by Joe O'Hare
- A presentation on why and how to customize your resume
- Our "generic" resume and discussion of what goes where and why on your resume.

Below is a compilation of articles on landing internships, doing well, etc., etc.

Good luck!

### **Compilation of Articles on Summer Jobs, Internships, and Related Topics**

"How to Get Hired When You're Just Starting Your Career," by Alison Green, 11.04.13

<http://money.usnews.com/money/blogs/outside-voices-careers>

"For Career Success, Study Those Quadratics," By Kathleen Madigan, 11.01.13

<http://blogs.wsj.com/economics/2013/11/01/for-career-success-study-those-quadratics/>

"Six Classes Your Employer Wishes You Could Take," by Michael Schrage, 09.05.13

<http://blogs.hbr.org/schrage/2013/09/five-classes-your-employer-wis.html>

"Six college courses that help grads land jobs," by Kelli B. Grant, 08.13.13

<http://www.cnbc.com/id/100928074>

"3 (Surprising) Mistakes to Avoid at Your First Job," by Ritika Trikha, 08.11.13

<http://www.thedailymuse.com/careeradvice/3-surprising-mistakes-to-avoid-at-your-first-job/>

"10 Tips for How to Close Out Your Summer Internship," by Dr. Elliot Lasson, 08.12.13

<http://joblinkofmaryland.wordpress.com/2013/08/12/10-tips-for-how-to-close-out-your-summer-internship/>

"On the Job: Tips to turn your internship into a job," by Anita Bruzzese, 07.28.13

<http://www.usatoday.com/story/money/columnist/bruzzese/2013/07/28/on-the-job-convert-internship/2588503/>

“How to Turn Your Start-up Internship Into a Job,” by Alison Johnston Rue, 07.25.13  
<http://www.thedaily muse.com/careeradvice/how-to-turn-your-start-up-internship-into-a-job>

“Unpaid Interns: Silent No More,” by Ross Perlin, 07.21.13  
<http://www.nytimes.com/2013/07/21/jobs/unpaid-interns-silent-no-more.html>?

“Brutally Honest Advice for Wall Street Interns,” by Beecher Tuttle, 07/17.13  
<http://news.efinancialcareers.com/us-en/146310/brutally-honest-advice-for-wall-street-interns/>

“10 Must-Reads Before Starting Your First Job,” by The Daily Muse Editor, 06.12.13  
<http://www.thedaily muse.com/career/10-must-reads-before-starting-your-first-job/>

“Are Fellowships The New Internships?,” by Claire Gordon, 07.01.13  
<http://jobs.aol.com/articles/2013/07/01/paid-internship-editorial-fellowship/>

“10 of the Biggest Mistakes Made by New Employees,” by Anita Bruzzese, 07.01.13  
<http://quickbase.intuit.com/blog/2013/07/01/10-of-the-biggest-mistakes-made-by-new-employees/>

“3 Effective Ways to Train Your Interns.” by Victoria Reitano, 06.28.13  
[www.thedaily muse.com/mgmt/3-effective-ways-to-train-your-interns/](http://www.thedaily muse.com/mgmt/3-effective-ways-to-train-your-interns/)

“How To Impress At Your New Job,” by Dan Schawbel, 06.26.13  
<http://www.glassdoor.com/blog/impress-job/>

“Career Coach: Getting a start at a new job,” by Joyce E. A. Russell, 0.23.13  
[http://www.washingtonpost.com/business/capitalbusiness/career-coach-getting-a-start-at-a-new-job/2013/06/21/d2a73736-d923-11e2-a016-92547bf094cc\\_story.html](http://www.washingtonpost.com/business/capitalbusiness/career-coach-getting-a-start-at-a-new-job/2013/06/21/d2a73736-d923-11e2-a016-92547bf094cc_story.html)

“5 Mistakes Not to Make at Your First Job,” by Anne Niederkorn, 06.17.13  
<http://www.thedaily muse.com/career/5-mistakes-not-to-make-at-your-first-job/>

“How Hiring a Summer Intern Could Hurt Your Business,” by Anita Campbell, 06.18.13  
<https://www.openforum.com/articles/will-hiring-a-summer-intern-hurt-your-business/>

“What to Do If You Can’t Find a Job After College Graduation – 10 Tips,” by Casey Slide, 06.12.13  
<http://www.moneycrashers.com/cant-find-job-after-college>

“First and Lasting Impressions: 5 Social Skills that Will Go a Long Way,” by Dr. Elliot Lasson, 06.11.13  
<http://joblinkofmaryland.wordpress.com/2013/06/11/first-and-lasting-impressions-5-social-skills-that-will-go-a-long-way/>

“College Grads: Beware of These 6 Mistakes When Job Hunting,” by Lynnette Khalfani-Cox, 06.13  
<http://askthemoneycoach.com/2013/06/college-grads-beware-of-these-6-mistakes-when-job-hunting/>

“Internship Ends With No Job Offer? How to Cope,” by Melissa Korn, 06.06.13

[http://blogs.wsj.com/atwork/2013/06/06/internship-ends-with-no-job-offer-how-to-cope/?mod=dist\\_smartbrief](http://blogs.wsj.com/atwork/2013/06/06/internship-ends-with-no-job-offer-how-to-cope/?mod=dist_smartbrief)

“Seven ways in which banking internships are a nasty disappointment,” by Sarah Butcher, 06.06.13  
<http://news.efinancialcareers.com/us-en/143120/seven-ways-in-which-banking-internships-are-a-nasty-disappointment/>

“Companies Try to Make the First Day for New Hires More Fun,” by Rachel Emma Silverman, 05.28.13  
[http://online.wsj.com/article/SB10001424127887323336104578501631475934850.html?mod=WSJ\\_Careers\\_CareerJournal\\_4](http://online.wsj.com/article/SB10001424127887323336104578501631475934850.html?mod=WSJ_Careers_CareerJournal_4)

“Internships Are Increasingly the Route to Winning a Job,” by Melissa Korn, 06.05.13  
[http://online.wsj.com/article/SB10001424127887324423904578525431344927240.html?mod=WSJ\\_Careers\\_CareerJournal\\_4](http://online.wsj.com/article/SB10001424127887324423904578525431344927240.html?mod=WSJ_Careers_CareerJournal_4)

“Getting the Most Out of Your Summer Internship: 10 Tips,” by Dr. Elliot Lasson, 06.05.13  
<http://joblinkofmaryland.wordpress.com/2013/06/05/getting-the-most-out-of-your-summer-internship-10-tips/>

“10 Must-Reads Before Starting Your First Job,” by The Daily Muse Editor, 06.12.13  
<http://www.thedailymuse.com/career/10-must-reads-before-starting-your-first-job/>

“3 Smart Ways to Get to Know Your Team (& Get Noticed) as a Remote Worker,” by Liz Presson, 05.02.13  
<http://www.thedailymuse.com/career/3-smart-ways-to-get-to-know-your-team-get-noticed-as-a-remote-worker/>

“Hiring Advice from an Intern,” by Rieva Lesonsky, 04.26.13  
<https://www.openforum.com/articles/advice-from-an-intern/>

“Now and Later: Everything You Need to Know About Internships,” no author shown, 06.27.12  
<http://www.thedailymuse.com/job-search/now-and-later-everything-you-need-to-know-about-internships/>

“The Coveted Summer Job,” by Jennifer Smith, 09.09.12  
<http://online.wsj.com/article/SB10000872396390443779404577641611988518878.html?KEYWORDS=summer+intern>

“What to Do When Your Intern Is a Dud,” by Melissa Korn, 07.23.12  
<http://blogs.wsj.com/atwork/2012/07/23/what-to-do-when-your-intern-is-a-dud/?KEYWORDS=summer%20intern>

“My 90 Second Commencement Address Delivered to the Class of 2013 at the U. of Fillintheblank,” by Dr. Elliot Lasson, 05.23.13

<http://joblinkofmaryland.wordpress.com/2013/05/23/my-90-second-commencement-address-delivered-to-the-class-of-2013-at-the-u-of-fillintheblank/>

“Top 5 Pointers for Students Seeking (Summer) Internships or Employment, by Dr. Elliot Lasson, 04.12.13

<http://joblinkofmaryland.wordpress.com/2013/04/12/top-5-pointers-for-students-seeking-summer-internships-or-employment/>

“Secrets to a Successful Internship,” by Paul Clarke, 11.05.12

<http://news.efinancialcareers.com/us-en/124655/secrets-to-a-successful-internship>

“How to Turn an Internship Into a Full-Time Role (Video Resource),” by Thomas Martino, 04.04.12

<http://www.internmatch.com/guides/how-to-turn-an-internship-into-a-full-time-role-video-resource>

“Why to Think Twice About Bypassing Unpaid Internships,” by Jessica Taylor, 02.13.12

<http://www.thedailymuse.com/job-search/why-to-think-twice-about-bypassing-unpaid-internships-2/>

“Internship Horror Stories (and How to Avoid Them),” by Ashley Faus, 12.05.11

<http://www.thedailymuse.com/job-search/internship-horror-stories/>

“40+ Ways to Find the Right Internship” and accompanying video, by Nathan Parcells, 03.07.11

<http://www.internmatch.com/guides/40-ways-to-find-the-right-internship>