

Procedure for Finding a Political Science Internship

- **First Question: Do you satisfy the prerequisites for a Political Science internship?**
 - **Have you taken PSC 101?**
 - **Class Standing: Are you a junior or senior?**

- **If the answer to both of the above questions was “yes” then proceed to reading the rest of this document. If you answer was “no” revisit this website when the answer becomes “yes”.**

- **At the Political Science Department’s Internship website consult the list of different types of positions that will be available (“Internship Opportunities”).**

- **If you need further information phone Dr Parker (249 5527) and talk about the options.**

- **Send him your resume. What to include: your contact information, education (year at UNLV, major, GPA, etc), work experience including your own assessment of your computer competency. Also list any extra-curricular activities, volunteer experience, awards, honors, etc**
 - **Dr Parker’s email address is: parkers@unlv.nevada.edu**

- **He examines your information and sends it to the organization or office that seems to have the best fit with what you're looking for.**

- **If the people there read your resume and agree that there seems to be a “fit,” they call you for interview.**

- **The interview:**
 - **Dress professionally**
 - **Bring the UNLV Internship Application with you for them to fill out...just in case they offer you the position “on the spot.” The form is available on this site. Access it by clicking on “Link to Form”**

- **If they offer you the position, contact Dr Parker and complete the application process with him.**

- **Once your application has been completed the Political Science Dept will give you consent to enroll in the course, PSC 490 (Internship).**

- **You then register for PSC 490 (PSC Internship)**

- **If the office or organization does not call or offer a position, you contact Dr Parker again and the process starts over; meaning that we try again with a different organization or office.**