

February 5, 2024



*Please note that links to opportunities below may no longer be active due to the short-term nature of many postings. Links to postings and events in Handshake will require a student account to view complete details. For questions, please reach out to [place@roanoke.edu](mailto:place@roanoke.edu).*

## This Week's Lineup

- [RC Job and Internship Fair](#) - February 21st 4:30-6:30 PM
- [Virginia Governor's Fellows Program](#)
- [Virginia Management Fellows Program](#) - applications due tonight!
- [Chesapeake Conservation and Climate Corps applications open](#)
- [Summer Undergraduate Research Fellowship at Fralin Biomedical Research Institute](#)
- [New mock interview resource](#)
- [Develop new skills on the Forage](#)
- [Updated CliftonStrengths Report for Students](#)
- [Career Planning Guide](#)
- [Press Assistant Opening - Senator Kaine](#)
- [Virginia College Access FT Opportunities](#)
- [Internships open now \(there are so many!\)](#)
- [Save the Dates: Spring 2024 PLACE Programming](#)
- [Don't want to schedule an appointment? Catch us Tuesday mornings at Rooney's Brews or join us at PLACE for Walk-In Wednesdays](#)
- [Handshake Highlights](#)

Want more regular updates? Looking for internship or job opportunities? Join the PLACE group on [LinkedIn!](#)

**RC Job and Internship Fair - February 21<sup>st</sup>**

Student registration is [now available on Handshake](#) for our spring Job and Internship Fair. Sign up today and see attending employers, prep your profile, and receive reminders about the fair. Need to finalize your resume? Schedule a [PLACE appointment](#) or join us on February 13th at [12 PM in-person](#) or [virtually at 9 PM](#) to polish your document!

## Virginia 2024 Governor's Fellows Program

Applications are now being accepted for the 2024 Governor's Fellows Program. The Governor's Fellows Program is a prestigious opportunity for rising seniors and recent graduates to get a firsthand look at the executive branch in action. Qualified applicants must be rising college seniors, graduating seniors, or graduate students. All Virginia college and university students are eligible to apply. Virginia residents who attend out-of-state colleges and universities are also eligible. Both public and private college and university students are encouraged to apply.

The deadline to apply for the Governor's Fellows Program is Monday, March 4, 2024. Interviews will begin on Monday, March 11, 2024. Applicants will be advised on decisions beginning on April 12, 2024. The program runs from June 3, 2024 through August 2, 2024.

To apply, visit the Governor's Fellows Program website and send the required recommendation letters to the address below:

Governor's Fellows Program  
Post Office Box 2454  
Richmond, Virginia 23219

Please email any questions to [govfellows@governor.virginia.gov](mailto:govfellows@governor.virginia.gov).

<https://lnkd.in/eNeBkhCt>

## Virginia Management Fellows Program

The Commonwealth of Virginia – through a partnership between Virginia Tech and the Department of Human Resource Management – is hiring a 7th cohort for the Virginia Management Fellows (VMF) program.

These Virginia General Assembly funded appointments typically range from 10-15 Fellows per cohort. Applications are available now on the state's [jobs.virginia.gov](https://jobs.virginia.gov) website or through our website, where you can also learn more about the program: <https://lnkd.in/egTSsXDn>.

The Virginia Management Fellows (VMF) is a leadership and management training program of the Commonwealth of Virginia, employing best and brightest in a 2-year salaried and fully-benefited fellowship. The deadline for submission for Cohort 7 of the VMF program is tonight Monday, February 5, 2024 at 11:55pm EST!

## Chesapeake Conservation and Climate Corps

Looking to break into the environmental field and launch your career? Looking to make a difference and create change? Or know a young person who is? Young professionals gain experience, crucial career skills, a support system, and key connections within the environmental field through the **Chesapeake Conservation and Climate Corps**.

The Chesapeake Conservation and Climate Corps is a one-year term of stipend-supported service that places young adults with nonprofits or government agencies for a full-time year of service in the environmental field.

Throughout the year young professionals receive experience managing projects and programs, leadership and professional development training, mentorship, a support network of young professionals, and other skill-building opportunities including networking and grant writing. Positions offered by the host organizations are in the fields of environmental restoration, community engagement, climate change, environmental education, sustainable agriculture, energy conservation, and forestry.

The Chesapeake Bay Trust anticipates placing around 50-55 Corps Members, young adults 18-25, with nonprofit organizations and government agencies throughout the Chesapeake Bay region for a paid year of service (\$31,200) beginning on August 14, 2024.

Applications for the Chesapeake Conservation and Climate Corps must be submitted through the Trust's online system by **March 7, 2024 at 4:00 pm**. To learn more and apply go to <https://cbtrust.org/chesapeake-climate-corps/apply/members/>

For any questions about the Chesapeake Conservation and Climate Corps contact Program Coordinator Hayley Rost [hrost@cbtrust.org](mailto:hrost@cbtrust.org) or 410-974-2941, ext. 119.

## cardioSURF: Summer Undergraduate Research Fellowship

# cardioSURF

## Summer Undergraduate Research Fellowship

10-week Program May 20<sup>th</sup> - July 26<sup>th</sup> 2024

**\$6,000 Stipend + Housing Provided**

- **Undertake your own hypothesis-driven research project!**
  - Work in a FBRI lab and directly contribute to the mission of the American Heart Association!
- **Weekly workshops on state-of-the-art imaging technologies**
  - From fMRI of your own brain vasculature to ... whole heart optical mapping to... electron microscopy of cardiac ultrastructure
- **Professional development course on careers in science:**
  - Graduate and/or medical school applications
  - The Biotechnology Industry, Policy ... and more!
- **Mentoring on science communication and presentation skills**
  - You will present your research at two VT research symposia
- **Social and cultural activities with fellow FBRI students**
  - Experience the beautiful Roanoke great outdoors and hiking...  
... including portions of the Appalachian Trail!
  - Network during organized lunches, cook-outs, and fun-runs
- **Attend a Conference! : the American Heart Association Basic Cardiovascular and Vascular Sciences Conference**
  - Included in your fellowship is a **trip to attend BCVS** where we cover travel, registration, and accommodation for you to experience the leading edge of cardiovascular research at an International Conference! (optional addition)

**Applications Open Now ! : Due February 14<sup>th</sup>**



FRALIN BIOMEDICAL  
RESEARCH INSTITUTE AT VTC  
VIRGINIA TECH



INFO & APPLY:

<https://fbri.vtc.vt.edu/education/undergraduate-research/cardiosurf.html>

**cardioSURF**

Director: Jamie Smyth PhD  
[smythj@vt.edu](mailto:smythj@vt.edu)

@CardioSURF

Looking for a summer research experience? Apply today to the CardioSurf (Summer Undergraduate Research Fellowship) at the Fralin Biomedical Research Institute at VTC. More information and application at <https://fbri.vtc.vt.edu/education/undergraduate-research/cardiosurf.html>.

## Big Interview - On-Demand Interview Practice!



We are pleased to offer you a free training system that features a new and innovative way to help you prepare more effectively for a job interview. Big Interview is an online system that combines training AND practice to help improve your interview technique and build your confidence.

Big Interview offers a variety of tools including:

Mock interview practice and recording tool

Written and video curriculum covering the entire job search and interview process

Mechanism for sharing videos externally/internally for feedback

Ability to customize/record questions and question sets

Assignments and Custom Sets (create and assign custom questions/sets)

Resume tool

### HOW TO ACCESS BIG INTERVIEW

STEP 1: Go to <https://roanoke.biginterview.com/> and click "LOGIN".

STEP 2: Enter your Roanoke College credentials.

STEP 3: Start using Big Interview.

Want feedback on your practice? [Schedule a "Mock Interview" appointment](#) with PLACE and send us your video!

## The Forage

Want to develop new marketable skills? Check out the Forage!

[Forage](#) can be a great way to get ahead in your career. Forage provides free, online virtual experience programs created by Fortune 500 companies to provide you with the insights and skills you need to succeed in your job search and the start of your career.

Check out some new simulations launched last week:

[Teaming @ BCG](#) | Students will learn about the tools and processes utilized by consultants at BCG to meet client needs and collaborate effectively.

[Oliver Wyman "Financial Services: Climate Change"](#) | Students will work as a consultant on the Financial Services team at Oliver Wyman focused on powering the net-zero economy.

[Mayer Brown, "Mergers and Acquisitions"](#) | Students will step into the shoes of a first-year associate at Mayer Brown and will conduct due diligence on a potential new business acquisition target.

[Kilpatrick, "Corporate Law"](#) | Students will work as a 2L Summer Associate at Kilpatrick. Here, they will learn best practices for advising on contract terms, working with clients, and reviewing due diligence. Great opportunity for students interested in law!

Ready to find the career that's right for you? Explore the selection of Career Quizzes [here](#).

Please note, this is a third-party platform not supported by Roanoke College, and you should review the data collection statement on the landing page prior to joining. You can opt out of sharing your details with any of the firms whose projects you complete. Let us know if you have questions as you explore opportunities and [schedule an appointment](#) with PLACE to incorporate your completed projects into your resume.

## CliftonStrengths Platform

Have you completed the Strengths assessment already? CliftonStrengths recently launched a new CliftonStrengths for students report of your top 5 strengths, with new details about how you can apply your strengths as a college student. Visit the [Access platform](#) and click on the New CliftonStrengths for Students report to learn more. Have questions? Schedule a strengths appointment with PLACE to dive deeper.

Haven't completed Strengths yet? [Request a code](#) to discover more about your unique strengths and how they set you apart.

## 2023-2024 Career Planning Guide

Have a quick career question? Want to see example resumes or cover letters? Curious about how to talk about your identity through your job search? Check out the updated PLACE Career Planning Guide [here](#)!

## Press Assistant Opening - Senator Kaine's Office

**230072 PRESS ASSISTANT -**

Democratic Senator Kaine seeks a press assistant for a fast-paced communications team. The position's primary responsibilities include compiling and distributing news clips; managing press contact lists; monitoring for breaking news; drafting press releases and media advisories; drafting social media; and assisting the press team with the day-to-day operations. Candidates should be proactive, organized, detail-oriented, and able to handle multiple assignments on



tight deadlines. Ideal candidates will have strong writing and research skills. Virginia ties are a plus. The Office is an equal employment opportunity employer and does not discriminate on the basis of race, color, religion, national origin, disability, age, uniformed service, genetic information, sex, sexual orientation, gender identity, or gender expression. **Please submit a resume, cover letter, and 1-2 page writing sample in one combined PDF to [senate\\_employment@saa.senate.gov](mailto:senate_employment@saa.senate.gov) indicating job referral number in the subject line.**

## Virginia College Access Job Openings

### Virginia College Advising Corps Openings

Virginia College Advising Corps (VCAC) is currently hiring for its next cohort of college advisers, and those who [apply](#) by our **February 16 priority deadline** and meet the eligibility criteria, are guaranteed an interview.

VCAC hires recent college graduates to serve as college advisers in high schools throughout Virginia with a mission to increase the number of low-income, first-generation, and underrepresented students who enter and complete higher education. College advisers serve full-time for two years and in return receive a living allowance, health insurance, fully funded travel for conferences, and an Educational Award to help fund previous or future studies upon completion of each year of service.

College adviser posting: <https://uva.wd1.myworkdayjobs.com/en-US/UVAJobs/job/Charlottesville-VA/College-Adviser--Staff-Wage- R0055548>

If you have any questions about this position, please contact Assistant Director, Ashmore Hyndman III at [ashmore@virginia.edu](mailto:ashmore@virginia.edu).

### Virginia Tech Openings

Virginia Tech is currently hiring for two positions for their Upward Bound programs. For more information, see job postings below:

UBSW: <https://careers.pageuppeople.com/968/cw/en-us/job/527900/upward-bound-project-advisorsouthwest-va>

UBRC: <https://careers.pageuppeople.com/968/cw/en-us/job/527901/upward-bound-project-advisorroanoke>

If you have any questions, please contact Associate Director of TRIO Upward Bound Programs, Jazmin Becerra Montañó at [jazminma@vt.edu](mailto:jazminma@vt.edu).

## Internships

**Want to know about these opportunities first? Be sure to join the [PLACE group on LinkedIn](#)! Find out more, including full time opportunities, on the platform.**

**[Novozymes: Summer Internship in Microbial Fermentation, Engineering, and R&D – Salem VA](#)**

**[Arnold & Porter Summer Legislative and Public Policy Internship](#)**

**[Representative Cline Summer Internship](#)**

Congressman Ben Cline's office is currently accepting applicants for our **Summer 2024 Internship Program** in the D.C. and District offices, and are seeking driven, responsible, and politically engaged students. The application can be found [here](#) and should be emailed to [VA06Interns@mail.house.gov](mailto:VA06Interns@mail.house.gov) alongside a resume by March 15th.

For more information, please visit our website at <https://cline.house.gov/services/internships> or email [Joe.OConnor@mail.house.gov](mailto:Joe.OConnor@mail.house.gov).

## **Science Museum of Virginia Internships**

The Science Museum of Virginia has launched applications for 2024 Paid Summer Internships. The position descriptions and instructions are posted on the [Virginia job website](#), Handshake and our Science Museum internship website - <https://smv.org/get-involved/join-our-team/interns/>.

### **2024 Summer Internship Positions**

[Communications Support Specialist](#)

[Math Communications](#)

[Science Within Reach](#)

[Touring Exhibition Education Intern - BODY WORLDS](#)

### **Application Process**

All intern applications must be completed online through the Virginia jobs website [jobs.virginia.gov](https://jobs.virginia.gov).

All submissions must include a letter of intent describing your interest in the specific internship, a résumé, two reference letters and any additional materials indicated in the position posting. Incomplete applications will not be considered. Intern applications are due by **March 1, 2024**.

### **Department of Defense Internships through ORISE:**

#### **Algorithm Development - Undergraduate Summer Internship**

Location: Natick, Massachusetts

Degree: Currently pursuing a Bachelor's Degree

Citizenship: U.S. Citizen

#### **Summer 2024 Undergraduate Hypersonics Technology Internship at the Air Force Institute of Technology**

**Location:** Dayton, Ohio

**Degree:** Currently pursuing a Bachelor's Degree

**Citizenship:** U.S. Citizen

#### **Summer 2024 EACE Undergraduate Research & Surveillance Division Internship**

**Degree:** Bachelor's Degree received within the last 60 months or currently pursuing

**Citizenship:** U.S. Citizen

**Capital One:** First Gen Focus Cohort 8 Applications are now open! The First-Gen Focus program is a 8 week program for incoming Freshmen and Sophomore students. The program is designed to offer the opportunity for professional and personal development within our 3 core program pillars: Financial Well-being, Personal Wellness, and Career Readiness & Persistence. Our program is also designed to help you begin to confidently navigate through college and to prepare you for life after graduation. The program does not guarantee future employment at Capital One but should help prepare you for those opportunities.

### **2024 Paid Internship Opportunities at The Virginia IT Agency (VITA)**

The Virginia Information Technologies Agency (VITA) is pleased to announce internship opportunities for the summer of 2024. The nine-week program will begin on Monday, June 3 and run until Friday, Aug. 2. Interns will join our team in person at the VITA office in North Chesterfield. Some opportunity for telework will be available.

VITA proudly serves more than 60 Virginia executive branch agencies, a customer workforce of 55,000 team members and 8.6+ million Virginians. VITA connects Virginians to critical government services through information and innovation technology, infrastructure, cybersecurity and governance.

Interested in technology, IT and IT systems, communications and public relations, business administration, accounting or cybersecurity? Approximately 20 positions will be available this summer for valuable learning opportunities and real-world, paid experience.

Learn more and apply [here](#).

## FBI Honors Internship Updates

We are excited to announce that the FBI will be switching to a spring recruitment season for our Honors Internship Program. The posting dates for the Summer 2025 Honors Internship Program will be **February 12 – March 1, 2024** on FBIJobs.gov. Students may work out of any of our 56 Field Offices or any of our Headquarters locations (Washington D.C., Huntsville, AL, Pocatello, ID, Clarksburg, WV, or Quantico, VA). We do not provide housing, so students will need to apply to locations where they may receive accommodation (home, relative, friend, etc). For students interested in working in Washington D.C., there are several housing programs for summer interns like [WISH](#) or [WIHN](#) which provide low(er)-cost housing (as a note, these programs are not recommended or endorsed by the FBI, they are simply resources that I have found and am passing along). As a reminder, all FBI Interns must be enrolled as full-time students when they participate in the internship, so students who graduate in May 2025 will not be eligible to apply.

Since students will now be applying earlier for our internship, it is recommended students write a cover letter and include their plans for the summer prior to their participation in the FBI internship (so for the upcoming posting, students should include details about their plans for summer 2024) so we can get a better idea of their trajectory. We understand that the change in application timeframe may mean that students will have less experience to speak to on their resume, so we will take this into consideration when reviewing resumes. As always, our primary focus when recruiting exceptional interns is ensuring they embody our [core competencies](#). They do not necessarily have to demonstrate that through prior work experience – it can come from volunteer positions, clubs, sports teams, etc. The most important part is being able to articulate those soft skills in their resume (preferably the Federal Resume format attached) and verbally in an interview. If you have any students who are interested in connecting with us to learn more about the Honors Internship before applying, please direct them to [RichmondApplicants@fbi.gov](mailto:RichmondApplicants@fbi.gov). [Schedule an appointment](#) with PLACE for additional support in the application process.



**PLACE**  
**SPRING 2024**

February 13th, 12 PM || Fellows Resume, in-person

February 13th, 9 PM || Virtual Resume Rendezvous: Crafting Careers after Dark

February 21st, 4:30-6:30 PM || RC Job and Internship Fair

February 29th || Peace Corp Recruiter on Campus

March 12th, 9 PM || Virtual LinkedIn Lights

March 21st, 12 PM || AI Unleashed: Revolutionizing Your Job Hunt with Smart Tech, in-person

March 27th || Education Pathways Fair

April 18th, 12 PM || Pitch Perfect, in-person

REGISTRATION AVAILABLE ON  
HANDSHAKE  
June 30 - Summer Music Festival  
[roanoke.edu/place](http://roanoke.edu/place)

**Save the Date || Spring 2024**

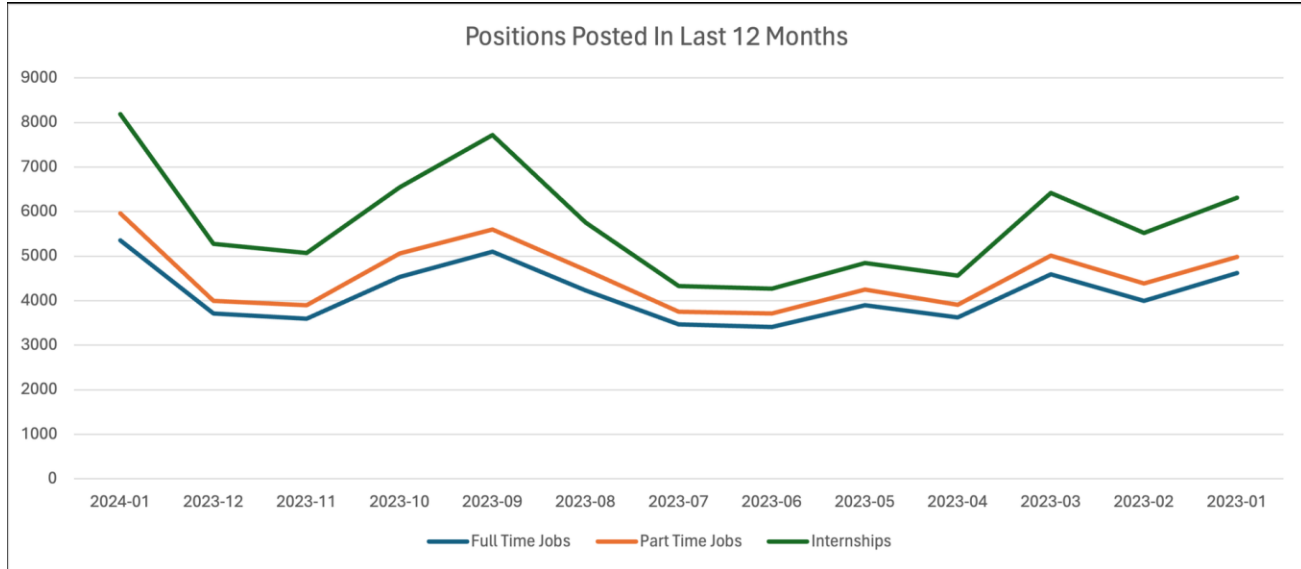


Learn more about spring programming available and register on [Handshake](#).

## Stop by for Rooney's Reviews or Walk-In Wednesdays

Don't want to schedule an appointment? Have a quick question? Catch us at Rooney's Brews on Tuesdays from 9:30 - 10:30 AM for Rooney's Reviews or on Wednesdays from 1-4 for Walk-In Wednesdays at PLACE. See you soon!

## Handshake Highlights



See above for positions posted to Handshake over the last year.

### National Geographic Subscription Growth Strategy Intern with Disney in DC

<https://roanoke.joinhandshake.com/edu/jobs/8634833>

Join the Subscription Growth Strategy team at National Geographic for the opportunity to learn how we develop and promote the award-winning National Geographic magazine. Our team handles all aspects of the product growth strategies including product promotions, marketing, and campaign management – and you will have the chance influence and contribute to how we position and promote our digital subscription offering to a new audience.

This intern will research and present on industry trends and competitive landscape for digital content subscriptions among students.

This intern will identify actionable insights leveraging market research, proprietary and 3rd party data to grow student engagement with Nat Geo digital subscription.

Candidates should have strong communication and presentation skills.

To be eligible for this internship you must be a junior, senior or a recent graduate (within 6 months of your graduation date) pursuing a Bachelor's Degree in Marketing, Data Analysis or related field.

The approximate dates of this internship are May 2024 – August 2024. Candidate must be available to work 40 hours/week in Eastern Standard time for the duration of the internship.

### Summer 2024 Recruiting Internship with Tesla <https://roanoke.joinhandshake.com/edu/jobs/8616760>

This position is expected to start around May or June and continue through the entire summer term (i.e. through August/September) or into Fall 2024, if available. We ask for a minimum of 12 weeks, full-time and on-site, for most internships.

Multiple Locations Possible: Fremont, CA; Palo Alto, CA; Austin, TX; Sparks, NV; Buffalo, NY

- You'll work with recruiters to identify and engage qualified passive and active technical candidates for roles across your area of business
- You'll screen candidates to assess both technical baseline and ensure they meet the qualifications of the open roles
- Candidate should be a Bachelor's or Master's student working towards a Degree in Human Resources, Industrial Organizational Psychology, Communications or Business
- Candidates must be available for a minimum of 12+ weeks for the internship and able to work full-time, 40+ hours per week

Applications close 4-19-2024

**Business Intelligence/Data Science Intern for the City of Virginia Beach (remote optional)**

<https://roanoke.joinhandshake.com/edu/jobs/8607164>

Program Dates (flexible to school schedules): May 16, 2024 – August 7, 2024.

Candidates will work on tasks related to Data Science Strategy, City's Strategic Initiative under Safe and Healthy Community, support climate resilience with hindcast data from reanalysis, real-time data from Internet of Things (IoT) sensor technologies, evacuation dynamics through traffic data from Waze, satellite data processing for digital twin. These technologies support Smart Cities Initiatives in the Hampton Roads region through collaboration with federal, state, local governments, and Universities.

The preferred candidate will be a rising senior or graduate student pursuing degree(s) in Computer Science, Data Science, or any engineering field of study with basic background in data analysis and programming skills.

Selected candidates will work a 20 to 40-hour work program between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday for up to 12 weeks (beginning May 16, 2024 through August 7, 2024). Normal work hours may vary depending on the position and division. Flexibility for school schedules is allowable. The position may be in person, remote (within VA and NC), or a combination of both. The applicant is responsible to provide their own transportation to work as well as housing during the College STEM Intern Program.

Important Dates: Application Dates: January 22nd, 2024 – Until filled. The first application batch review will begin the week of February 12, 2024, and continue weekly until all College STEM Intern opportunities are filled.

**Did you know?**

*Handshake*

There's over 18,000 jobs and internships currently posted to Handshake.

**We're social!**



Check us out on [Facebook](#), [Instagram](#), and [LinkedIn](#).

## Interviewing?



Need a quiet space to work or interview? [Contact us](#) to reserve the sunporch or studio!

## Have questions?

**[Schedule an appointment through Handshake](#)**

### PLACE

Fowler Alumni House  
202 Maxey Way, Salem, VA  
[careers@roanoke.edu](mailto:careers@roanoke.edu)