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Colleges Ontario Internships Latest Opportunities 2025

Description

Colleges Ontario is offering an exciting internship opportunity for a highly motivated individual passionate about higher education, policy advocacy, and supporting the student community. This internship provides a unique chance to gain hands-on experience, contribute to impactful projects, and learn from industry experts within a collaborative and engaging environment.

Responsibilities

- Assist in research projects related to education policies, workforce development, and the evolving landscape of higher education.
- Support the planning and execution of advocacy campaigns, events, and initiatives aimed at promoting college education and student success.
- Conduct data analysis, generate reports, and contribute to the development of insightful presentations and publications.
- Collaborate with various teams to contribute fresh perspectives and innovative ideas to enhance the organization's outreach and effectiveness.
- Engage in stakeholder outreach activities, fostering relationships with colleges, government officials, industry partners, and community organizations.
- Contribute to social media content, newsletters, and other communication channels to promote Colleges Ontario's initiatives and achievements.

Qualifications

- Currently enrolled in or recent graduate from a Bachelor's or Master's program in a related field such as Education, Public Policy, Communications, or a relevant discipline.
- Strong passion for higher education, advocacy, and a keen interest in understanding policy issues impacting colleges and students.
- Excellent research, analytical, and critical thinking skills, with the ability to synthesize complex information into clear and concise reports.
- Effective communication skills, both written and verbal, with the ability to collaborate within a diverse team environment.
- Proficiency in Microsoft Office Suite and familiarity with data analysis tools/software is an asset.
- Ability to manage time efficiently, handle multiple tasks, and meet deadlines in a fast-paced work environment.

Job Benefits

- **Mentorship and Professional Development:** Interns will have access to mentorship from experienced professionals within the organization. Opportunities for skill development, workshops, and seminars may be provided to enhance their professional growth.
- **Competitive Stipend or Salary:** Interns may receive a competitive stipend or salary for the duration of their internship, acknowledging their

Hiring organization

Colleges Ontario

Employment Type

Intern

Duration of employment

3 Months

Industry

Higher Education

Job Location

Toronto, Ontario, Canada, M5H,
Toronto, Ontario, Canada

Working Hours

09

Date posted

April 7, 2024

Valid through

16.12.2026

contributions to the organization.

- **Networking Opportunities:** Interns will have the chance to network with industry experts, government officials, college representatives, and other stakeholders, fostering valuable connections for future career prospects.
- **Hands-on Experience:** The internship offers practical, hands-on experience in research, advocacy, event planning, and communication within the higher education sector.
- **Exposure to Policy Development:** Interns will gain exposure to the development and implementation of policies impacting colleges and students, contributing to their understanding of the broader educational landscape.
- **Flexibility and Work-Life Balance:** Depending on the organization's policies, interns might benefit from flexible work hours or remote work arrangements, promoting a healthy work-life balance.
- **Access to Resources:** Interns will have access to resources, facilities, and databases within the organization to support their research and project-related activities.
- **Recognition and Acknowledgment:** Exceptional performance may be recognized through certificates, recommendation letters, or acknowledgment at the end of the internship, which could add value to their resume and future endeavors.

Contacts

1. Application Submission:

- Interested candidates should submit their applications via email or through the designated online portal.
- Applications typically include a resume/CV and a cover letter outlining their interest in the internship and relevant qualifications.

2. Application Review:

- The HR or recruitment team at Colleges Ontario will review the received applications to shortlist candidates based on qualifications, experience, and alignment with the internship requirements.

3. Initial Screening:

- Shortlisted candidates might undergo an initial screening process, which could involve a phone or video interview to further assess their skills, interests, and suitability for the position.

4. Interviews:

- Candidates who pass the initial screening stage may be invited for in-person or virtual interviews. These interviews might involve discussions with hiring managers, team members, or department heads.

5. Assessments or Tasks:

- Depending on the nature of the internship, candidates might be requested to complete assessments or tasks related to the role. This could include a writing sample, a small project, or a case study to evaluate their abilities.

6. Selection and Offer:

- After the interview process and assessments, successful candidates will

receive an internship offer detailing the duration, terms, and conditions of the internship, including stipend/salary details and start date.

7. Onboarding:

- Once the candidate accepts the offer, an onboarding process will be initiated, which may include orientation sessions, introductions to the team, and familiarization with the organization's policies and procedures.

Application Materials Requested:

- Resume/CV: Highlighting education, relevant experience, skills, and achievements.
- Cover Letter: Expressing interest in the internship, explaining why the candidate is a good fit, and showcasing their passion for higher education and advocacy.

Key Points for Applicants:

- Encourage candidates to research Colleges Ontario and tailor their application materials accordingly to demonstrate their alignment with the organization's mission and values.
- Emphasize the importance of showcasing their enthusiasm for higher education, relevant skills, and a genuine interest in contributing to the organization's goals.