



<https://www.internshipscanada.online/job/fleming-college-internships/>

## Fleming College Internships 2025 New Hiring

### Description

As an Internship Coordinator at Fleming College, you will play a pivotal role in facilitating meaningful internship experiences for our students. This position involves working closely with academic departments, industry partners, and students to ensure the successful planning, implementation, and evaluation of internship programs.

### Responsibilities

#### 1. Program Development:

- Collaborate with academic departments to identify internship opportunities aligned with students' educational and career goals.
- Develop and enhance internship programs that meet industry standards and provide valuable learning experiences.

#### 2. Industry Engagement:

- Cultivate and maintain strong relationships with industry partners to secure internship placements for students.
- Stay informed about industry trends, requirements, and expectations to enhance the relevance of internship programs.

#### 3. Student Support:

- Provide guidance to students in the internship application process, including resume building, interview preparation, and professional development.
- Monitor and support students during their internship, addressing any challenges or concerns that may arise.

#### 4. Collaboration:

- Work closely with faculty, staff, and employers to ensure the alignment of internship experiences with academic objectives.
- Collaborate with the career services team to integrate internship experiences into broader career development initiatives.

#### 5. Assessment and Evaluation:

- Establish and implement evaluation mechanisms to assess the effectiveness of internship programs.
- Collect feedback from students, employers, and faculty to continuously improve the quality of internship offerings.

### Qualifications

- Bachelor's degree in a relevant field (Master's degree preferred).
- Previous experience in internship coordination, career services, or related roles.
- Strong organizational and communication skills.
- Ability to build and maintain relationships with industry partners.
- Knowledge of current trends and best practices in internship and career development.

### Job Benefits

#### 1. Competitive Compensation:

### Hiring organization

Fleming College

### Employment Type

Intern

### Duration of employment

3 Months

### Industry

Education Management

### Job Location

Peterborough, Ontario, Canada,  
K9J, Peterborough, Ontario,  
Canada

### Working Hours

09

### Date posted

April 2, 2024

### Valid through

29.01.2028

- We offer competitive salaries reflective of the skills and experience of our employees.

## **2. Professional Development Opportunities:**

- Access to ongoing professional development programs and training sessions to enhance skills and stay current with industry trends.

## **3. Health and Wellness:**

- Comprehensive health insurance coverage, including medical, dental, and vision, to support the well-being of our employees and their families.

## **4. Flexible Work Arrangements:**

- We understand the importance of work-life balance and provide flexible work arrangements when possible.

## **5. Generous Leave Policies:**

- Paid time off, including vacation days, holidays, and personal leave, to allow our employees to recharge and attend to personal needs.

## **6. Retirement Plans:**

- Participation in retirement savings plans to help our employees plan for a secure financial future.

## **7. Employee Assistance Program (EAP):**

- Access to counseling services, mental health resources, and support through our Employee Assistance Program.

## **8. Collaborative Work Environment:**

- Opportunities to work in a collaborative and innovative environment, fostering teamwork and creativity.

## **9. Networking Opportunities:**

- Engage with professionals in various industries through networking events, conferences, and seminars.

## **10. Campus Facilities:**

- Access to campus facilities and resources, including libraries, fitness centers, and recreational amenities.

## **11. Recognition and Awards:**

- Recognition programs to celebrate the achievements and contributions of our employees.

## **12. Inclusive Culture:**

- A commitment to diversity and inclusion, creating a workplace where every employee feels valued and respected.

### **13. Employee Referral Program:**

- Incentives for employees who refer qualified candidates to join our team.

### **14. Social Events and Team Building:**

- Regular social events and team-building activities to foster camaraderie among colleagues.

### **15. Community Engagement:**

- Opportunities to participate in community service and outreach initiatives, contributing to the greater good.

## **Contacts**

### **1. Resume:**

- Attach a detailed resume that highlights your relevant education, work experience, and skills.

### **2. Cover Letter:**

- Include a cover letter expressing your interest in the Internship Coordinator position.
- Clearly outline how your skills and experience align with the responsibilities and qualifications outlined in the job description.

### **3. Contact Information:**

- Provide your full name, contact number, and email address for easy communication.