

# INTERNSHIP INFO

[WWW.JMU.EDU/WRTC/STUDENTS/INTERNSHIPS.SHTML](http://WWW.JMU.EDU/WRTC/STUDENTS/INTERNSHIPS.SHTML)



Spring 2025



## In this issue:

Intern Spotlights: Sarah Klevenhagen and Vanessa Martinez

Info session – 2 pm Friday, Feb. 28  
at Harrison 2245. RSVP here:

[https://  
forms.gle/2Jo6AooM38duUavY8](https://forms.gle/2Jo6AooM38duUavY8)

Featured internship placements for  
Summer and Fall 2025

## Internship placement approval

Prior to registering for WRTC 495, students should complete the Internship Application Form and Internship Agreement and then submit the Word docs to WRTC Internship Coordinator Jen Almjeld via email at [almjeljm@jmu.edu](mailto:almjeljm@jmu.edu).

Find these forms and more info, including an FAQ and [University Career Center](http://www.jmu.edu/wrtc/students/internships.shtml) resources, at <https://www.jmu.edu/wrtc/students/internships.shtml>.



Apply early

01/03

# Finding internships

- Visit the [University Career Center](#).
- Attend the [CAL Career Readiness Conference](#) Feb. 20 and 21.
- Join [Handshake](#) and LinkedIn to network with JMU alumni and others seeking interns.
- Attend JMU Career Fairs.
  - Feb. 18 and 19 ([Register here](#))
  - 1-5 pm
  - Atlantic Union Bank Center
- Make an appointment with Jen Almjeld ([almjelm@jmu.edu](mailto:almjelm@jmu.edu)).
- Follow WRTC on social media to keep up with networking and learning opportunities.



## Get to know WRTC 495

- WRTC 495 is an online course and requires students to complete Status Reports every two weeks, a final Closeout Report, and complete one visit (virtual or in person) to the University Career Center.
- Assignments in WRTC 495 are graded and must be completed to receive internship credit.
- All WRTC majors must work 150 hours at an approved internship placement to meet graduation requirements. Students must be enrolled in WRTC 495 at the same time they are working their internship hours. WRTC 495 is offered fall, spring and summer terms.
- Students can meet with Dr. Almjeld in person (Harrison 1111) or via Zoom during the semester.

## Featured internships Summer

- **Church World Services.** Content creator.
  - Internship Coordinator - Jen Rafter, [rafter@cwsglobal.org](mailto:rafter@cwsglobal.org)
  - Application found at <https://cwsharrisonburg.org/employment-and-internships/>

### Fall

- **Penguin RandomHouse Publishing.** Editorial, publicity, marketing and more.
  - More info at <https://careers.penguinrandomhouse.com/internships/>
  - Deadline: March 9, 2025
- **JMURJ.** Editorial and design Interns.
  - Internship Coordinator - Kevin Jefferson, [jefferkx@jmu.edu](mailto:jefferkx@jmu.edu)
  - More info at <https://www.jmu.edu/jmurj/jmurj-courses.shtml#INTERN>
- **JMU College of Integrated Sciences and Engineering (CISE).** Content creators.
  - Internship Coordinator - Lynn Radocha, [radochlm@jmu.edu](mailto:radochlm@jmu.edu)
  - To apply, submit résumé, cover letter and three writing samples.

# INTERN SPOTLIGHTS

## Sarah Klevenhagen

Internship Placement: **Health Industry Distributors Association (HIDA)**, Evergreen, CO

- What I Learned: “I acquired valuable skills such as expanding my vocabulary, working remotely, and acclimating to new technology. I also learned about different departments, particularly the government side of healthcare.”
- Recommendation: “I highly recommend this internship to any student interested in healthcare. During our team-building retreat, our boss mentioned the need to incorporate a younger generation to help with the company's technology and social media aspects. This internship has given me valuable skills for my future career.”



WRTC major Sarah Klevenhagen, pictured center with two colleagues, at HIDA's 10th Annual Washington Summit Meeting and Fly-In on Capitol Hill.

## Vanessa Martinez



Internship Placement: **Marketing Choices**, Denver, CO

- What I Learned: “Aside from helping me practice my writing skills, my internship taught me marketing strategy. Learning how to properly use SEO keywords to maximize my reach online was very interesting. I also learned a lot about adoption laws on the West Coast.”
- Recommendation: “Although the internship is unpaid I think the experience you gain more than makes up for it. You get to do weekly articles over a three-month period that actually get posted on a website. The experience is fully remote so anyone that has a full load of classes and has to work can still do the internship.”