

Hartnell Career & Transfer Hub



Hartnell College's CAT (Career and Transfer) Hub offers services to connect students with career and transfer opportunities. We provide guidance and support for career exploration, employment preparation, and transfer assistance.

Transfer Services:

- Transfer Planning Assistance
- Transfer Application Assistance
- University Representative visits
- Transfer Events and College Tours
- Annual Fall Transfer Day/College Night

Events:

- Career Prep & Transfer Workshops
- Annual Spring Career & Resource Fair
- Mini Career Fairs
- Networking Events
- Recruitment

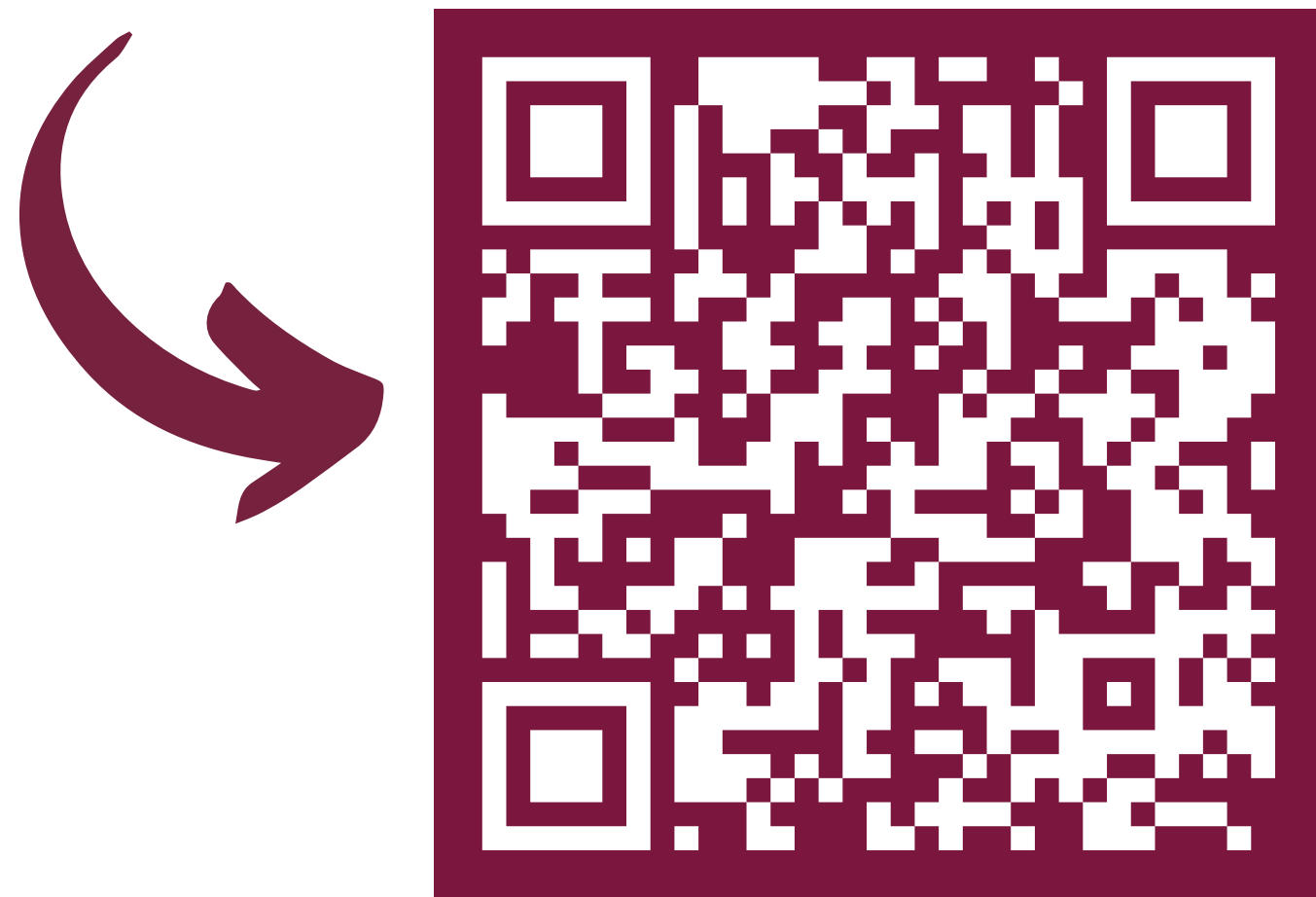
Career Services:

- Career/Personality Assessments (with Counseling)
- Resume Assistance
- Cover Letter/ Letters of Introduction / Thank You Letter Assistance
- Interview Preparation
- Job Search
- On Campus Employment
- Learning Aligned Employment Program
- Employer Visits

Opportunities:

- Job Shadow
- Service Learning
- Internship
- Micro-Internship
- Apprenticeship
- Cooperative Work Experience

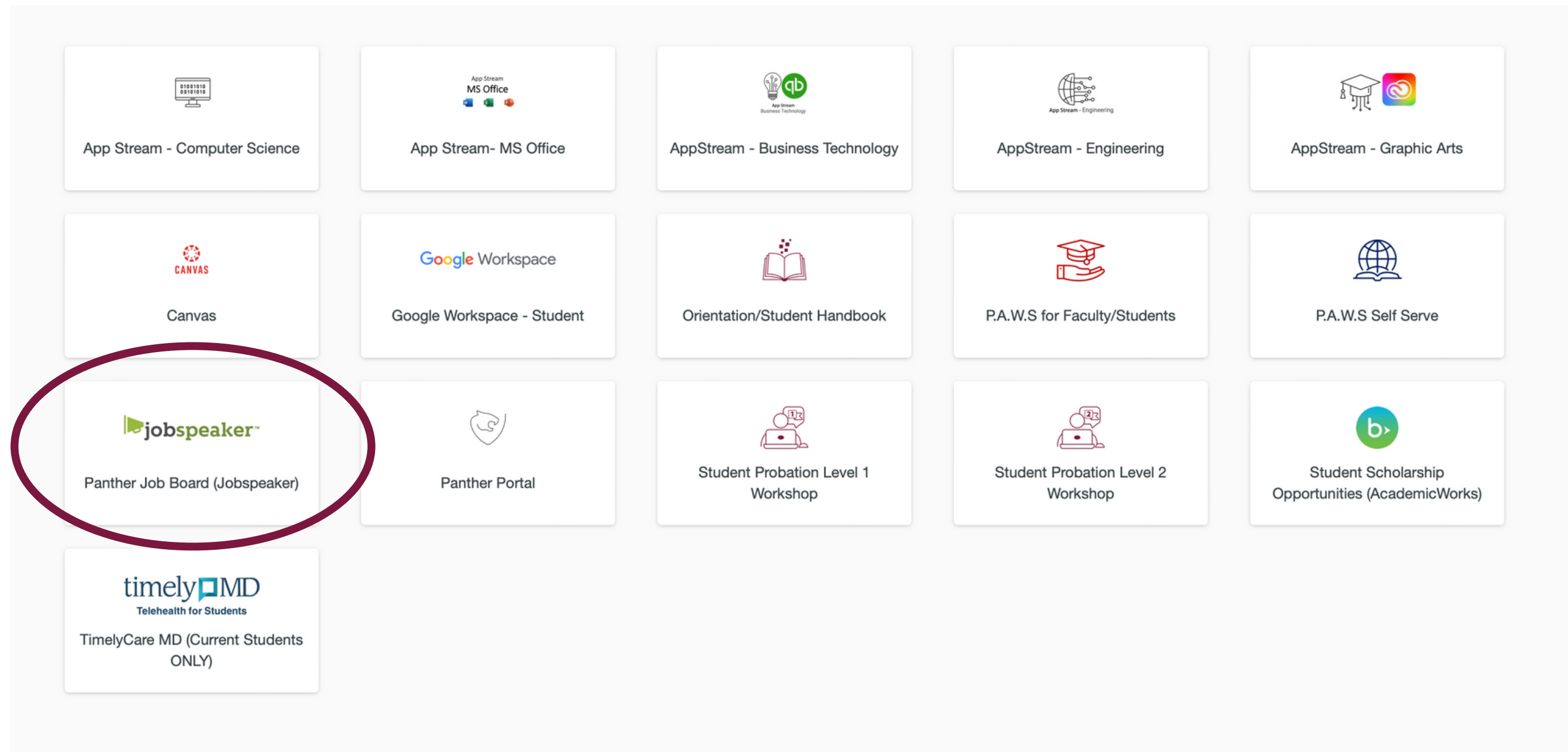
Apply for
Transfer Canvas
Course



Panther Job
Board



Log into MyHartnell



Questionnaire

Please check all that apply:

- ☐ American Indian or Alaska Native
- ☐ Asian or Asian American
- ☒ Black or African American
- ☐ Middle Eastern/North African
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ White
- ☐ Biracial/Multiracial
- ☐ Other (please specify):

How do you identify?

- ☐ Woman
- ☐ Non-binary
- ☒ Man
- ☐ Prefer to self-describe, below:

Have you ever served in any branch of the United States military or not?

- ☐ Yes, I have
- ☒ No, I have not

Are you currently serving in a branch of the United States military?

- ☐ Yes
- ☒ No

Are you the dependent of a current or former United States military member?

- ☐ Yes
- ☒ No
- ☐ Unsure

Do you need any accommodations?


- ☐ Yes
- ☐ No
- ☐ Prefer not to respond

Do you identify as a first-generation college student?

- ☒ Yes
- ☐ No
- ☐ Unsure

& More....

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Dashboard

Work Based Learning

LEARN MORE

My Jobs ?

Recent Activity

ADD JOB

Job Progress Legend

Click on each box for a description.

APPROACH	APPLY	INTERVIEW	OFFER	DECIDE	VERIFY
Save your progress and details of your job search with each job.					

➤ Kelp Research Internship

@Monterey Bay National Marine Sanctuary | ☆☆☆☆☆ | USD \$2,500.00 / contract

via Jobspeaker | added: 8/1/23 | expired

APPROACH

APPLY

INTERVIEW

OFFER

DECIDE

VERIFY

➤ UFW Foundation- Community College Project...

@Hartnell College | ☆☆☆☆☆ | USD \$5,000.00 / year

via Jobspeaker | added: 8/1/23 | expires: 9/24/23

APPROACH

APPLY

INTERVIEW

OFFER

DECIDE

VERIFY

➤ LAEP - Student Ambassador (Student Worker...

@Hartnell College- Career Hub | ☆☆☆☆☆ | USD \$17.00 - \$19.00 / hour

via Jobspeaker | added: 7/10/23 | expired

APPROACH

APPLY

INTERVIEW

OFFER

DECIDE

VERIFY

➤ Recreation Program Coordinator

@City of Soledad | ☆☆☆☆☆ | USD \$25.89 - \$30.87 / hour

via Jobspeaker | added: 7/25/23 | expires: 9/20/23

APPROACH

APPLY

INTERVIEW

OFFER

DECIDE

VERIFY

➤ Student Ambassador - Student Worker IV

@Hartnell College- Career Hub | ☆☆☆☆☆ | USD \$17.00 / hour

via Jobspeaker | added: 7/25/23 | expires: 9/20/23

APPROACH

APPLY

INTERVIEW

OFFER

DECIDE

VERIFY

Help

Job Board

Search by keyword or job title (Ex: Medical Assistant)




























 **Filters & Preferences**



Showing 93 results



<div>ON CAMPUS</div> <div>Student Worker III</div> <div> Salinas, CA</div> <div> Posted 1 week ago</div> <div> Hartnell College- Student Servi...</div> <div> Posted by Hartnell College on JobSpeaker</div> <div>JOB CLASSIFICATION/TITLE: STUDENT WORKER III DEPARTMENT: ADMISSIONS & RECORDS / FINANCIAL AID / COUNSELING - ALISAL CAMPUS</div> <div>INFO</div> <div>SAVE</div>	<div>ON CAMPUS</div> <div>Student Ambassado... Worker I</div> <div> Soledad, CA</div> <div> Posted 1 week ago</div> <div> Hartnell College- Soledad Edu...</div> <div> Posted by Hartnell College on JobSpeaker</div> <div>Rising Scholars Program (Juvenile Justice Focus) JOB CLASSIFICATION/TITLE: Student Ambassador/Student Worker I FILING DEADLINE: Open until</div> <div>INFO</div> <div>SAVE</div>	<div>ON CAMPUS</div> <div>Student Worker III - IT</div> <div> Salinas, CA</div> <div> Posted 3 weeks ago</div> <div> Hartnell College- IT</div> <div> Posted by Hartnell College on JobSpeaker</div> <div>REPRESENTATIVE DUTIES: Excellent customer service Assist in testing and troubleshooting computer Assist in the maintenance of technology Assist</div> <div>INFO</div> <div>SAVE</div>	<div>ON CAMPUS</div> <div>Student Worker III/ Ag Learning to Lead Program</div> <div> Salinas, CA</div> <div> Posted 1 month ago</div> <div> Hartnell College- Alisal Campus</div> <div> Posted by Hartnell College on JobSpeaker</div> <div>FILING DEADLINE: open until filled, priority deadline: August 16, 2023 The Ag Learning to Lead (L2L) Peer Mentors will support students' personal, academic and</div> <div>INFO</div> <div>SAVE</div>	<div>ON CAMPUS</div> <div>Youth Mentor</div> <div> Salinas, CA</div> <div> Posted 1 month ago</div> <div> Hartnell College- Foster and Ki...</div> <div> Posted by Hartnell College on JobSpeaker</div> <div>The Independent Living Program (ILP) of Monterey County is a daily life skill training and support program for foster and probation system impacted youth. There</div> <div>INFO</div> <div>SAVE</div>
<div>Parts Clerk - Agriculture</div> <div> Castroville, CA</div>	<div>Voter Registration</div> <div> Salinas, CA</div>	<div>Office Clerk</div> <div> Salinas, CA</div>	<div>SPEECH LANGUAGE PATHOLOGI... 1 0 ETC</div> <div> Pacific Grove, CA</div>	<div>Bilingual Paraeducator</div> <div> King City, CA</div>

 **Help**

On Campus



Off Campus



ON CAMPUS

Student Worker III - IT



 Salinas, CA

 Posted 3 weeks ago

 Hartnell College- IT







 Posted by Hartnell College on JobSpeaker

REPRESENTATIVE DUTIES:
Excellent customer service Assist
in testing and troubleshooting
computer Assist in the
maintenance of technology Assist

INFO

SAVE

On Campus

SHARE      

TITLE: STUDENT WORKER III

SIONS & RECORDS / FINANCIAL AID / COUNSELING - ALISAL CAMPUS

PRIORITY FILING DEADLINE: September 22, 2023

ITIES:• Answer incoming phone calls, schedule counseling and placement appointments• Assist students with basic / Financial Aid questions• Guide students, staff, and faculty to classrooms (if needed)• Maintain files and organize supplies, create flyers and copies• Assist the Enrollment Services Specialist with other duties as needed• Greet students, staff, and visitors


KNOWLEDGE AND ABILITIES:• Ability to provide customer service• Ability to use basic office equipment; photocopiers and telephones• Able to complete task(s) in a timely manner• Ability to use Microsoft Word and Excel• Ability to process and handle confidential information with discretion• Ability to navigate through the Hartnell College and Financial Aid websites• Bilingual is preferred, but not required

CONDITIONS OF EMPLOYMENT:• Must be eligible for Federal Work Study• Must be enrolled in a minimum of 6 units at Hartnell College each semester• Have a minimum of 2.0 GPA• Available to work 10 hours per week (not to exceed 20 hours per week)• Salary range Student Worker III, Step A, \$16.50 an hour

APPLICATION PROCEDURE:







Upload and submit a completed Student Employment application on the Panther Job Board.

https://www.hartnell.edu/hr/student_employment_application.pdf

 APPLY FOR THIS JOB

Student Worker III

On Campus


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Job Application

Profile: *


Student ID

0000000



Student Employmen...

Phone Number (Optional)



☐ Include email in application







Availability

Indicate the time you CANNOT work by clicking the corresponding box.

	MON	TUE	WED	THU	FRI	SAT
7:30 AM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8:00 AM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9:00 AM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Student Worker III

On Campus

SHARE      

☐ STEM Internship Program

☐ TRiO

☐ UMOJA

☐ Veteran's Center

☐ WELI

What best describes your employment status in the last 6 months?

☐ Part-time (5 - 20 hours)

☐ Full-time (40 or more hours)

☐ Unemployed (if unemployed, please type or select N/A on the next questions)

☐ Other (please specify):

If employed, please list ...

If employed, please select your salary/salary range.

☐ \$15/hr

☐ \$16 - \$18/hr

☐ \$19 - \$22/hr

☐ \$23 - \$23+/hr

☐ Other (please specify):

If employed, what percentage of the skills/training you earned at Hartnell College are you using in your position?

☐ Not at all

☐ Less than 20%

☐ Between 20-40%





☐ More than 50%

☐ Other (please specify):

Submit Application

Accountant II



-  Seaside, CA
-  Posted 1 week ago
-  University Corporation at Mont...
-  Posted by Hartnell College on JobSpeaker

Accountant IIUniversity Corporation at Monterey BaySalary: \$28.00 - \$33.00 HourlyJob Number: 2023-00025Location: Ryan Ranch

INFO

SAVE

Accountant II  Off Campus

SHARE      

Description

Accountant IIUniversity Corporation at Monterey BaySalary: \$28.00 - \$33.00 HourlyJob Number: 2023-00025Location: Ryan Ranch Office-Monterey, CADepartment: Foundation Auxiliary ServicesDescriptionOpen Until Filled. Priority Screening Date: September 14, 2023This is a full time position; 40 hours per week.This is a hybrid position. 80% minimum in-office following the initial training period.The University Corporation at Monterey Bay is a non-profit institution that is related and affiliated with the California State University, Monterey Bay. The University Corporation at Monterey Bay is a nonprofit 501(c)(3) public benefits corporation that is a recognized auxiliary organization of California State University and was established in July 1994. The University Corporation's mission is to further the educational purposes of the University. The University Corporation at Monterey Bay is an equal opportunity employer and is committed to building a pluralistic university by hiring personnel with competencies and experience related to the regional and State Population. The University Corporation at Monterey is committed to a standard of excellence in the services it provides and in the quality of work expected of its employees.POSITION SUMMARYUnder the general direction of the Accounting Manager, the Accountant II position involves the application of accounting principles and practices to the resolution of a variety of accounting functions and/or problems in Accounting Services. The Accountant II is responsible for financial reports and statements and/or analysis requiring in-depth understanding and interpretation in the application of Generally Accepted Accounting Principles (GAAP) and compliance reporting requirements. The Accountant II works independently, applies well-developed knowledge, and exercises judgment and initiative including the preparation of financial statements in accordance with Generally Accepted Accounting Principles (GAAP) and governmental accounting standards. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.Examples of DutiesESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to, the following:• Responsible for the analysis of accounts (identify abnormal balances for corrective action, program code variance analysis and GAAP analytics, etc.). Reconcile and analyze general ledger accounts within appropriate guidelines.• Maintains accurate and complete accounting records and interprets financial reports and statements.• Audits records and processes, identifies problem areas, and

 APPLY FOR THIS JOB

This job is listed on Jobspeaker. To apply please use the link below. But don't worry - you can still update your progress on this job with My Jobs.

APPLY HERE

CANCEL

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Skills

Mentor Center

Learning Center

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Profiles ?

Title	Visibility	
Administrative Assistant Copy	Default	Members Only View Print Resume Delete
Teacher		School Only View Print Resume Delete
Administrative Assistant		Members Only View Print Resume Delete

Oscar Panther
Administrative Assistant Copy
@

Associate in Science Hartnell College

Salinas, CA US



View

ADD PROFILE

New Profile

Profile Title Name of the job position you are seeking, e.g. Administrative Assistant

Summary Your professional summary, e.g. Enthusiastic professional, looking for a role where I can grow and develop.


Interests Your interests e.g. Photography, rollerblading, tennis, soccer, ...

☐ Make This the Default Profile

☐ Display My Account Photo on this Profile

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




Skills

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Documents

Document Name		Added	
 ATTACHMENT	APPLICATIONS	8/30/23	Edit Delete
 Student Application	APPLICATIONS	8/16/23	Edit Delete
 Teacher	RESUME	8/15/23	Edit Delete
 Administrative_Assistant	RESUME	8/11/23	Edit Delete
 ATTACHMENT	RESUME	8/2/23	Edit Delete
 ATTACHMENT	APPLICATIONS	8/1/23	Edit Delete
 Student App	APPLICATIONS	8/1/23	Edit Delete
 ATTACHMENT	APPLICATIONS	7/25/23	Edit Delete
 ATTACHMENT	APPLICATIONS		Edit Delete
 ATTACHMENT	APPLICATIONS		Edit Delete
 ATTACHMENT	APPLICATIONS		Edit Delete
 ATTACHMENT	APPLICATIONS		Edit Delete
 Administrative_Assistant	RESUME		Edit Delete

ADD DOCUMENT

Upload New Document

Title

Enter the title of the document

Type

✓ Select Document Type

Applications

Certification

Cover Letter

Link

Other

Presentation

Research

Resume

Student Application

Work on Campus

[HOME](#) > [CAREER HUB](#) > WORK ON CAMPUS

- Apprenticeships
- Employer Engagement
- Panther Job Board
- Work on Campus
- Workshop Recordings

Student Employee Handbook (coming soon)

On-campus Employment Supervisor Handbook (coming soon)

[Career Hub Events & Drop-in Hours](#)


On Campus Student Employment

In addition to convenience, jobs on-campus have many benefits. Supervisors understand your priorities and are committed to your success as a student, as well as to providing professional development opportunities to help you prepare for a career. Students who work on campus tend to feel more connected to campus and develop friends and mentors, which leads to greater academic and post-graduation success.

All on campus student positions will be posted on the [Panther Job Board](#).

You must complete a [Student Worker Application](#) to apply for all on campus positions.




HARTNELL
COLLEGE

Application for Student Employment on Campus

General Information and Instructions

Position applied for	Filing deadline
<div><div><div>1. Applications are accepted only for positions that are currently open.</div><div>2. For FWS: you must have completed a current academic year FAFSA application and listed Hartnell College on the FAFSA. (Code:001209)</div><div>3. You must have a completed financial aid file for the current academic year.</div><div>4. You must have been awarded Federal Work Study allocation. Check your award letter using PAWS for students at www.hartnell.edu. (click PAWS for students)</div><div>5. You must be in a Good SAP, Warning SAP, or probation SAP standing, and have a minimum 2.0 semester GPA, and 2.0 cumulative GPA.</div></div><div><div>6. You must be enrolled in a least 9 units for FWS or 12 units for the appropriate semester (fall/spring)</div><div>7. Please type or print with black or blue ink.</div><div>8. Fill out application completely.</div><div>9. Incomplete or illegible applications may not be considered.</div><div>10. Indicate the position title on each application; copies are acceptable.</div><div>11. Allow a minimum of two weeks after the filing deadline to be contacted about your application status.</div><div>12. Don't forget to sign and date your application.</div><div>13. Contact us to request an accommodation, if needed.</div><div>14. Information or documentation not solicited may not be considered.</div></div></div>	

Personal Information

Student ID	Hartnell ID ↑	Units enrolled ↑	Current GPA ↑	FAFSA Yes No ↑
Name	Last ↑	First ↑	Middle ↑	Other Name(s) Used ↑
Present Address	Number and Street ↑		City ↑	State ↑ Zip ↑
Telephone (Day)	()	–	E-Mail Address ↓	
Telephone (Evening)	()	–		

Education

Did you graduate from high school or do you possess a GED or equivalent?				<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, enter the highest grade you completed→
Name of High School	Location City/State	Diploma/ GED Received	Other		

Foreign Languages

Speak	Write
Read	Fluency <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair

Office Skills - List typing speed and programs you can use proficiently

Typing Speed	net wpm	Database
Word Processing		Internet
Spreadsheet		Other
Operating System		

Special Skills, Certifications or Licenses related to Job Applying for

Hartnell College encourages a diverse pool of applicants and does not discriminate on the basis of race, color, national origin, ancestry, sex, age, religion, marital status, physical or mental disability, or sexual orientation in any of the District's policies, or procedures. The college encourages applications from all qualified applicants.

Employment and/or Volunteer Work History

List your experience, listing most recent employment first. If you had more than one position with the same employer, list each position separately. If more space is needed, continue on a copy or blank sheet of paper using the same format.

Position/Title	Employer	
Start Date	End Date	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time
Supervisor's Name and Title		Telephone () –
Address	Number and Street ↑	City ↑ State ↑ ZIP ↑
Description of duties performed		
Reason for leaving		

Certification and Agreement of Applicant (Please read carefully before signing.)

This application and all supporting documents become the property of Hartnell Community College District ("the District") and will not be returned.

Certification: I hereby certify that all statements made on this application and any attachments are true and complete to the best of my knowledge. I understand that any false, incomplete, or incorrect statement may result in my dismissal from employment with the District.

I authorize the District to investigate my references, work record, education, performance evaluations, or any other matters relating to my suitability for employment. I authorize and direct my former or current employers and educational institutions to release to the District any information they may have concerning my employment or education. I also authorize the District to obtain and review any documents or records, including driving records, which are applicable to my employment. I release the parties listed above from any and all liability related to supplying or gathering any information about my suitability for employment.

I also understand that an incomplete application may delay or prevent employment opportunities with the District. I hereby release the District, as well as those contacted by the District, from any liability or damage that may result from providing or using the information requested.

Today's Date	
Print your Name	
Signature	

Events

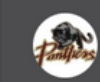


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Skills

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My Events

+ ADD EVENT

Sep

6

C.O.P. PROGRAM- PRISON TOUR

Off- Campus Workshop
2:00 PM - 3:00 PM

Sep

6

C.O.P. PROGRAM- CONNECT WITH CDCR EMPLOYEES-IN DEPTH EMPLOYMENT INFORMATION

On-Line Workshop
6:00 PM - 7:00 PM

Sep

7

ELEVO HIRING EVENT

Off-Campus Hiring Event
1:00 PM - 4:00 PM

Sep

7

MEDICAL SCHOLAR'S PATHWAY (MSP) INFORMATION MEETING

On-Site Workshop
5:00 PM - 9:45 AM

Sep

14

C.O.P. PROGRAM- CONNECT WITH CDCR EMPLOYEES

On-Line Workshop
6:00 PM - 7:00 PM

Sep

15

TRANSFER SCHOLAR PATHWAYS- MEET AND GREET

Off- Campus Workshop
10:00 AM - 2:30 PM

Oct

2

FORUM & CAREER/INTERNSHIP FAIR- AG JOBS: BRINGING A GREATER VISION

Off- Campus Workshop
12:00 PM - 4:00 PM

Schools & Programs



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School & Programs

Currently attending Hartnell College [change](#)

Programs ?

+ ADD PROGRAM

Program	Cohort / Graduation	
Programs: Agriculture Business for Transfer Degree (AS-T) - Associate in Science	Spring 2024	✕ Delete
Programs: Computer Science and Info Systems-Computer Science Option - Associate in Science	2025	✕ Delete
Programs: Elementary Teacher Education for Transfer (AA-T) - Associate in Arts	2025	✕ Delete

Courses ?

+ ADD COURSE

Number	Description	Units	Completed	
ABT-49	Introduction to Agriculture Business	3.0	☑	
ABT-52	Sales and Service in Agribusiness	3.0		✕ Delete
ABT-53	Agribusiness Economics	3.0		✕ Delete
ABT-57	Agriculture Computer Applications	3.0		✕ Delete

Skills



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Skills/Competencies

School Skills & Competencies ?

Additional Skills & Competencies ?

Close attention to detail ✕ + Add Skill

* Removing a skill from your account will remove it from profiles and all places where it is being used.

Learning Center



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Interview Videos

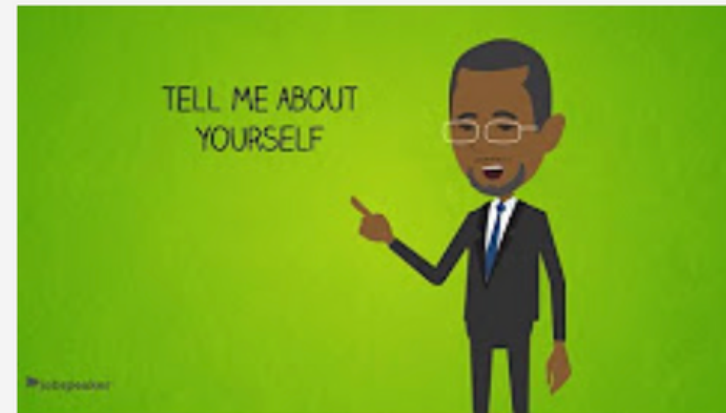
Work Based Learning

Interview Preparation

The job search process can take a long time, so once you get an opportunity for interview, you do not want to mess up. Watch this video series to prepare for your next interview.



Interview Preparation and Best Practices



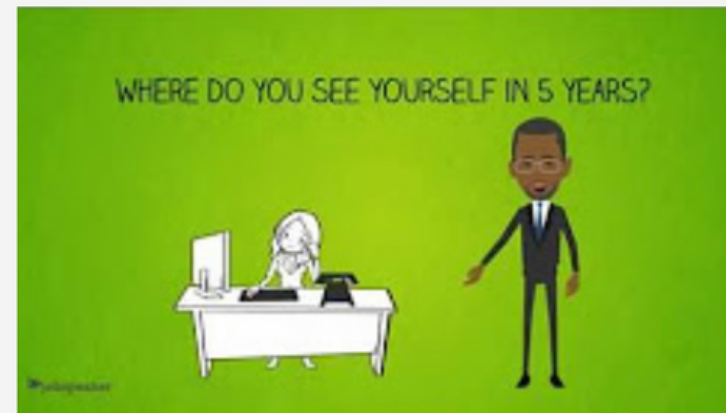
Tell Me About Yourself



What is Your Greatest Strength



What is Your Greatest Weakness




Where Do You See Yourself in 5 Years?




Why Should We Hire You?

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Search for jobs and careers

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VERY HIGH DEMAND

Marketing Managers

MANAGEMENT

AVERAGE SALARY \$153,440

JOB OPENINGS 319,000

VIEW

SAVE

VERY HIGH DEMAND

Search Marketing Strategists

BUSINESS AND FINANCIAL OPERATIONS

AVERAGE SALARY \$76,080

JOB OPENINGS 792,000

VERY HIGH DEMAND

Market Research Analysts and Marketing Specialists

BUSINESS AND FINANCIAL OPERATIONS

AVERAGE SALARY \$76,080

JOB OPENINGS 792,000

VERY HIGH DEMAND

Online Merchants

BUSINESS AND FINANCIAL OPERATIONS

AVERAGE SALARY \$79,240

JOB OPENINGS 1,133

LOW DEMAND

Commercial and Industrial Designers

Average Salary

Marketing Managers

\$153,440

VIEW GRAPHIC

Distribution

25 Percentile → \$100,010

50 Percentile → \$135,030

75 Percentile → \$192,520

Demand

Job Openings

319,000

9.9% Job Growth

Marketing Managers

Plan, direct, or coordinate marketing policies and programs, such as determining the demand for products and services offered by a firm and its competitors, and identify potential customers. Develop pricing strategies with the goal of maximizing the firm's profits or share of the market while ensuring the firm's customers are satisfied. Oversee product development or monitor trends that indicate the need for new products and services.

MARKETING MANAGERS

Common Job Titles

- Account Supervisor
- Brand Manager
- Business Development Director
- Business Development Manager
- Commercial Lines Manager



Welcome to the Transfer Center Online Hub!

This is your go-to online resource for accessing up-to-date information for students interested in transferring to a four-year university, with an added module on career exploration in case you need a little help narrowing down your career options after college.



Apply for transfer! Follow these 4 steps:

Step 1	Step 2	Step 3	Step 4
<i>How do I know if I'm ready to apply for transfer?</i> START HERE!	<i>Next Steps</i> JUNE-OCTOBER	<i>Apply on Time</i> DEADLINE IS NOVEMBER 30TH	<i>After you Apply</i> DECEMBER-JULY

COOPERATIVE WORK EXPERIENCE



Are you interested in earning academic credit while working? The Cooperative Work Experience (CWE) program offers you just that!

To enroll in this course, you will need to have a job or volunteer position. This individualized work-based learning opportunity allows you to design learning objectives with your instructor and earn transferable credit with a letter grade.

In the Cooperative Work Experience program, you can gain transferable skills or assist in a plan to advance within your current work environment, even if your employment does not relate to your major. Throughout the semester, you will be required to submit on-the-job progress reports, measurable worksite objectives, an employer evaluation, and a final reflection paper.

Units of Work Experience	<u>Paid</u> Semester Hours	<u>Unpaid</u> Semester Hours
1	75 Hours	60 Hours
2	150 Hours	120 Hours
3	225 Hours	180 Hours

Student Outcomes:

- Identify challenging objectives on the job
- Improve relationships at work
- Increase visibility
- Extend knowledge gained in the classroom to the workplace
- Utilize professional work habits



LAEP LEARNING- ALIGNED EMPLOYMENT PROGRAM

For Students

The Learning-Aligned Employment Program (LAEP) offers eligible underrepresented students the opportunity to earn money to help cover educational costs while gaining education-aligned, career-related employment.

Complete the LAEP Student Interest Form



- 831-759-6066
- CareerServices@hartnell.edu
- www.hartnell.edu/career/



ELIGIBILITY REQUIREMENTS

- At least half-time enrollment
- California resident classification
- Satisfactory academic progress in a program leading to a degree or certificate
- Demonstrated financial need
- Eligibility to work in the U.S.

*Priority will be given to first-generation college students, current/former foster youth, & students who are homeless or at risk of being homeless.

*Further priority given to students majoring in STEM disciplines

HARTNELL COLLEGE

INTERNSHIP PROGRAM

INTERNSHIP



An internship, also referred to as experiential education or a hired introductory position, is a chance to gain work experience in a field related to your major or career interests. It provides a supervised environment to improve your skills and knowledge in a given field. Internships can range from 4 to 40 hours per week. Most Hartnell Internships are paid. They usually last for about 6-16 weeks, either during the summer or throughout the academic year.

MICRO-INTERNSHIP

Micro Internships are led by faculty or industry partners. They range from 25 to 60 hours. These internships are brief, **paid/unpaid**, project-based assignments that resemble tasks assigned to new employees. They aim to introduce students to various career paths and help them identify their genuine interest in a specific field.

BENEFITS

- Build your resume
- Gain valuable hands-on experience in your major or career field
- Clarify future career goals
- Learn necessary skills employers are looking for
- Develop a professional network and make industry connections
- Internships may lead to a paid, full-time or career position in the future
- Secure references and letters of recommendation
- Earn academic credit

STEPS TO APPLY

STEP 1

Complete the Internship Program App (QR code below)

- A resume will be required as part of the application submission

STEP 2

Attend an informational session

STEP 3

Attend a 1-on-1 appointment

- This will be a 15-minute appointment to review your application & resume to make sure this program is a good fit for you

MINIMUM REQUIREMENTS TO APPLY

- Must be a current Hartnell student or alumni
- Ability to enroll in at least 1 unit of CWE (Cooperative Work Experience)
- Available to work at least 15 to 20 hours a week during the semester and/or 20 to 40 hours during the summer
- GPA of 2.0 or higher
- Remain in good standing and must continue to make satisfactory progress towards your educational goal



HARTNELL COLLEGE
CAREER & TRANSFER HUB

831-759-6066

CareerServices@Hartnell.edu

www.hartnell.edu/career/

Career:

 831-759-6066

 CareerServices@hartnell.edu

 www.hartnell.edu/career/

Schedule an appointment at

 www.tinyurl.com/HartnellCatHub



Transfer:

 831-759-6066

 Transfer@hartnell.edu

 www.hartnell.edu/students/programs/transfer/

Schedule an appointment at

 www.tinyurl.com/HartnellTransferAppointment

