

HOW TO USE THIS LISTING

The guides listed here cover First Jobs (two guides on what they're like), internships in general, guides to success, and internships in specific areas. A section follows these on Internet sites that list internships.

With a few exceptions, books published before 2000 are not included as they are often dated. Many of the directories listed here are updated annually or periodically. So, check for the latest version, either by doing an online search or roaming through your local school or public library.

Volunteering is listed as a separate section; however, many of the listings under the other categories are for volunteers, or include them.

We did not include a listing of what specific jobs and professions entail. There are many books that cover this topic—check online or with your local library. Space does not permit us to include such a list.

FIRST JOBS AND INTERNSHIPS

FIRST JOBS

120 Jobs That Won't Chain You to Your Desk, The Princeton Review, April 2007

This book contains job profiles with quotes from people in the field, as well as practical advice on launching a career. Each job profile includes: a (relatively typical) day in the life; extreme days; preparing for success; getting your foot in the door; the biggest challenges; and the best perks.

Best Entry-Level Jobs, 2007 Edition, Ron Lieber and Tom Meltzer, eds., The Princeton Review, revised annually

The first job out of college can be a rude awakening—but it doesn't have to be that way. With this guide, students can learn how to pay their dues without losing their minds. This guide reveals where the best job opportunities are and what recent grads need to do to land those positions. The Princeton Review has conducted hundreds of interviews with entry-level employees at the companies profiled in this book, and the most telling answers are included.

INTERNSHIPS

Best 109 Internships, (**The Career Guides series**), 9th Edition, Mark Oldman and Samer Hamadeh, The Princeton Review, January 2003

This book puts readers on the inside track for the best opportunities in law, the environment, advertising, sports, computers, journalism, music, healthcare, publishing, finance, education, television and more. Entries include: in-depth, candid critiques of the internship and its daily responsibilities; feedback from actual interns; advice on how to land the internship of your choice; crucial information on important deadlines and the materials required to complete an excellent application; and the publisher's patented Busywork Meter, which tells the truth about how much mind-numbing, menial labor will be expected.

Ferguson Career Resource Guide to Internships and Summer Jobs, 1st Edition, Carol Turkington, Ferguson Publishing, September 2006

Divided into 16 fields, including activism, business, education, history, sports, and more, this directory lists more than 550 internship and summer job opportunities. Each internship profile starts with contact information and a snapshot of the job, including salary ranges, application deadlines, educational experience, and requirements. A detailed overview follows. An essay section matches students and their skills to the right kinds of internships.

Graduate Student's Guide to Internships and Summer Programs, Shawn Graham, Univ. North Carolina at Chapel Hill, 2001

The Internship Bible, 10th Edition, Mark Oldman, Samer Hamadeh, The Princeton Review, January 2005, updated annually

This book claims to be the biggest, most up-to-date source of internship information. This guide gives the most current information on more than 100,000 internships and lists opportunities with the nation's most prominent companies and non-profits.

Internships 2005 (Peterson's Internships), Jennifer Fishberg, Marilyn T. Epstein, Alex Lin, and Ivona Skibicki, Peterson's Guides, 25th Edition, June 2004

Internships 2005 lists nearly 50,000 paid and unpaid internships. Readers can: explore and compare updated listings for 2005; get the latest on programs across the U.S and abroad; discover a wide array of opportunities for high school and college students; learn how to get the most out of an internship; delve into thousands of opportunities in government, non-profits, and corporations; find up-to-date information on requirements, deadlines, and contacts; and uncover tips and guidelines for international applicants.

Internships: Theory And Practice, Ann Mrvica and Charles Sides, Baywood Publishing, December 2006

The authors focus on the history, theory, value, design, administration, and evaluation of professional internships as an educational experience for college students.

Internships with America's Top Companies, Career Education Institutes, www.internships-usa.com/books.htm, Spring 2006

To create this resource, the company surveyed the entire Fortune 1000 and followed up by checking Websites to ensure the most complete and accurate information. Over 100 of the nation's Fortune 500 corporations are included.

Peterson's Internships 2003, Peterson's, July 2002

More than 50,000 descriptions of paid and unpaid opportunities at more than 2,000 corporations and organizations all over the world are listed.

Smithsonian Opportunities for Research and Study, 2006-2007, annual, Office of Research Training and Services, The Smithsonian Institution

This is the guide to the Institution's facilities, collections, support services, current research interests, and the research staff's and their area(s) of specialization. To receive a hardcopy, and/or application send an e-mail to siofg@si.edu (include your mailing address and specify the materials). An internship at the Smithsonian Institution is a prearranged, structured learning experience scheduled within a specific time frame.

The Vault Guide to Top Internships, 2007 Edition (**Vault Guide to Top Internships**), Samer Hamadeh, Vault, Inc., November 2006, updated annually

This Vault guide provides detailed information on the internship programs at over 700 companies nationwide, from Fortune 500 companies to nonprofits to governmental institutions.

GUIDES TO SUCCESS

Getting Your Ideal Internship, 3rd Edition, **WetFeet Insider Guide**, Assaf Saleem, WetFeet, Inc., Reference Service Press, May 2005

Readers of this *WetFeet Insider Guide* will learn how to find or create an ideal internship; structure an internship at a company that doesn't have a formal intern program; make cold calls to prospective summer employers; maximize their chances of getting an offer for permanent work while working as an intern; and make themselves more attractive to future employers.

Hello Real World!: A Student's Approach to Great Internships Co-ops and Entry Level Positions, Jengyee Liang, BookSurge Publishing, March 2006

Hello Real World! gives the college student's perspective on how to land that first job and then excel at it. Author Liang draws from experiences at four Fortune 100 companies.

The Intern Files: How to Get, Keep, and Make the Most of Your Internship, Jamie Fedorko and Dwight Allott, Simon & Schuster, 2006

How do you get the gig of your dreams? And once in the door, how do you figure out what to wear, whether it's okay to hook up with a coworker, and how to suck it up when you're smarter than your boss?

The Internship Advantage: Get Real-World Job Experience to Launch Your Career, Dario Bravo and Carol Whiteley, Prentice Hall Press, August 2005

This book covers: internships in every field, including volunteer, study, and work opportunities, as well as ways to teach abroad; how to select and secure an internship in a competitive market; how to find an internship that fits one's schedule, abilities, and interests; what employers are really looking for in potential interns; and more.

Internships for Dummies, Craig P. Donovan and Jim Garnett, For Dummies, August 2001

Internships for Dummies provides criteria for deciding which internship—and industry—are right for the reader. Plus, this book includes real-life stories and examples, and shows how to progress beyond the internship—and win a job.

Landing the Internship or Full-Time Job During College, Robert R. Peterson, iUniverse, December 2005

"*Landing*" is a collection of the secrets of those who have mastered career mobility. Author Peterson interviewed more than 20 rising stars from Fortune 100 companies.

Making the Most of Your Internship, (with CD-ROM), 1st Edition, Ken Kaser, John R. Brooks, and Kellye Brooks, South-Western Educational Pub., June 2006

The authors present a strategic-planning overview of the entire internship process. Students can learn to achieve peak success in their internships by engaging in responsible decision-making.

Scoring a Great Internship: Helpful and Practical Advice From Fellow Students and Recent Grads (Students Helping Students series), 1st Edition, Ellen Rubinstein, Natavi Guides, November 2002

This book is a guide to the complete process, from finding the internship to keeping in touch with the company after one has finished. All *Students Helping Students* guides are written and edited by top students and recent graduates across the U.S.

The Successful Internship: Transformation and Empowerment in Experiential Learning, 2nd Edition, H. Frederick Sweitzer and Mary A. King, Wadsworth Publishing, July 2003

The Successful Internship addresses the concerns, emotions, needs, and personal challenges that are the essence of an internship or field experience. The book has a five-stage model of the internship process—anticipation, disillusionment, confrontation, competence, and culmination.

Yale Daily News Guide to Internships, 2000 Edition, Kaplan and Kalpana Srinivasan, September 1999

According to this guide, knowing where to apply doesn't mean anything if one doesn't know how to create a competitive application package. Kaplan and the *Yale Daily News* teamed up to produce this book, billed as a start-to-finish guide to the entire internship process.

REGIONAL DIRECTORIES

Career Education Institutes, Internships-USA, at www.internships-usa.com/intseries/underordform.htm

This firm publishes five regional directories that are revised annually. Each is a compilation of all of its publications into a two-volume set on a regional basis. Each regional edition runs over 400 pages with complete information on internship opportunities with organizations in that area. The editions are: **New England, Mid-Atlantic, Southern, Mid-West, and Western.**

These are also available online by subscription. Check to see if your school or local library is a subscriber.

iInternships Regional Guides, 2006, www.internships.com/

Thousands of internship listings are in a standard format. The information in these Guides was compiled in response to online submissions via www.internships.com and Web-search research. All Guides are Internet friendly, referencing a host of URL sites and providing e-mail addresses to assist job seekers. By going to the Student section of www.internships.com, a student may submit an e-mail form to the internship recruiter.

Guides are for: **Middle Atlantic, Midwest, New England, New York City, Rockies Plains, Southeast, Southwest, Washington DC, and West Coast.**

National Internships Guide 2006, Internships LLC, ringbound edition, www.internships.com, September 2005
Internships are indexed by major and metro area. Encompasses seven geographic regions — **Midwest, Middle Atlantic, New England, Rockies-Plains, Southeast, Southwest, and West.**

NYC Summer Internship Guide, 2007, The City of New York, published annually

The City of New York offers dozens of internship opportunities for undergraduate and graduate students.

Washington Internships in Law and Policy, Career Education Institutes, www.internships-usa.com/books.htm, Spring 2006

This publication contains internship opportunities for students interested in policy, the environment, government reform, criminal justice, international issues and human rights in our nation's Capitol. Over 280 organizations are included.

INTERNSHIPS IN SPECIFIC FIELDS

Archaeology

Archaeo-Volunteers: The World Guide to Archaeological and Heritage Volunteering (We Care Guides), Fabio Ausenda and Erin Mcloskey, Universe, May 2003

Volunteering opportunities of all kinds are included, including short-term volunteering (one to three weeks) and long-term (one month, a year, or more).

Architecture

Practical Experience: An Architecture Student's Guide to Internship and the Year Out, Igor Marjanovic, Katerina Ruedi Ray, and Jane Tankard, Elsevier Science & Technology, 2004

This is a beginner's guide to professional practice and a step-by-step guide on how to find the placement that best suits one's goals. It includes case studies from students who have been through the experience and from practices that have taken them on.

The Survival Guide to Architectural Internship and Career Development, Grace H. Kim, Wiley, February 2006

Written by a young architect who has worked in large and small firms, and started her own firm, this is a guide to understanding the choices and decisions one will confront on the road, from student to practitioner.

Arts Including Dance, Entertainment, Music and Theater

Dancer's Resource: The Watson-Guptill Guide to Academic Programs, Internships and Apprentice Programs, Residential and Artist-In-Residence Programs, Studio Schools and PR (Getting Your Act Together), Mark W. Jones, Watson-Guptill Publications, February 2000

Anyone pursuing studies or a career as a dancer or choreographer of ballet, modern, jazz, tap, or other dance mode will find a reliable personal research tool in this guide to schools, grants, fellowships, and job opportunities. With state-by-state listings.

Music & Entertainment Industry Internship Guide, Entertainment Media Consultants, Fall 2003

Directory lists internships offered in the performing arts, broadcast media, literary arts, and other arts- and entertainment-related organizations. Entries include address, phone and fax numbers, and requirements.

National Directory of Arts Internships, 2005, 10th Edition, Warren Christensen and William Barton (eds.), National Network for Artist Placement, August 2005

Said to be one of the most comprehensive guides of its kind, this directory has listings of entry/intern/fellowship opportunities for artists seeking experience in every art form in the U.S. For those in art/design, theatre production, music, dance, film, or arts management, this directory cites over 700 host organizations and more than 1,600 internships across the country, in businesses and institutions that offer a wide variety of internship options through the year 2007. Includes journalism and computer graphics.

Regional Theatre Directory 2006-2007: A National Guide to Employment in Regional & Dinner Theatres for Performers (Equity & Non-Equity), Designers, Technicians ... with Internship, Barbara Ax and P.J. Tumielewicz, Theatre Directories, 2006

Lists opportunities nationwide; profiles over 400 theatres; also dinner theatres, Equity & non-Equity; jobs for performers, designers, staff, tech; and internships in every area.

Communications and Media

Broadcasting Internship Guide for College Students, RA Publishing, 2006

Internships offered by radio and television stations for almost every state are listed in this guide. Internship opportunities with cable companies, broadcasting groups, broadcast and cable networks, community television and syndicated programs (NY only) are included.

The Communication Internship: Principles And Practices, 3rd Edition, Kory Floyd, Michele Hammers and Clifton W. Scott, Kendall Hunt, May 2005

Ten chapters cover topics ranging from who should intern and how to find one, to the first days on the job and working with a mentor, to dealing with problems and conflict, and what to do once the internship ends.

Gardner's Guide to Internships in New Media 2004: Computer Graphics, Animation, Multimedia, 2nd Edition (Gardner's Guides), Garth Gardner, Garth Gardner Co., October 2002

This guide profiles hundreds of companies and studios that offer internships in new media: computer graphics, animation and multimedia. Company profiles include general information about the company, the internships and benefits available, and contact information, often with e-mail and Web addresses.

Internships with America's Advertising Agencies, Career Education Institutes, www.internships-usa.com/books.htm, Spring 2006

Said to be the only resource of its kind, this book contains hundreds of opportunities for students majoring in marketing, public relations, communications, graphics and more. Based on surveys conducted in Fall 2005.

Journalism Internship Guide for College Students, RA Publishing, 2000

Media Internship Book, Career Education Institutes, www.internships-usa.com/books.htm, Spring 2006

Provides comprehensive information on internship opportunities with newspapers, magazines, and television outlets throughout the nation. With over 300 organizations represented, there are hundreds of opportunities for students majoring in journalism, broadcasting, English, graphic arts, Web design, marketing, and more.

Criminal Justice

Careers in Criminal Justice and Related Fields: From Internship to Promotion, 5th Edition, J. Scott Harr and Kären M. Hess, Wadsworth Publishing, June 2005

Provides students with the information to help them enter the field of criminal justice—from finding a criminal justice internship, all the way to locating the right criminal justice profession.

Criminal Justice Internships: Theory Into Practice, 5th Edition, Gary R. Gordon, R. Bruce McBride, and Hedy Hyde Hage, LexisNexis, September 2004

This book is both as an introduction to internships for criminal justice students who are involved in experiential education and as a guidance manual for use at the internship site

Jumpstarting Your Career: An Internship Guide for Criminal Justice, 2nd Edition, Dorothy L. Taylor, Prentice Hall, January 2004

This guide provides information about obtaining internships and making the successful transition to employment. It focuses on the many issues involved in the total internship experience.

Diversity

2005-2006 National Directory of Scholarship, Internships, and Fellowships for Latino Students, 3rd Edition, CHCI Educational Publications, www.chci.org/chciyouth/publications/publications_nd.htm

It is said to be the only publication available in the U.S. that includes a comprehensive list of scholarships, internships, and fellowships targeting Latino students. In addition, the *Directory* contains information on the educational programs offered by the U.S. Army, the sponsor of the publication. The *Directory* is downloadable from the above Website.

Vault/INROADS Guide to Minority Entry-Level and Internship Programs, 2007 Edition, Vault Editors, Vault, Inc., December 2006, revised annually

This annual guide describes diversity programs at 500 major corporations—diversity internship and entry-level programs or efforts.

Education/Teaching

Cooperative Occupational Education: Including Internships, Apprenticeships, and Tech-Prep, 6th Edition, Stewart W. Husted, Ralph E. Mason, and Elaine Adams, Prentice Hall, May 2002

This handbook/reference focuses on the everyday details of developing, organizing, operating, and managing the cooperative occupational education plan—with topics presented in a logical sequence of an educational planning-strategy-structure system.

Educational Leadership: Performance Standards, Portfolio Assessment, and the Internship, P. Lena Morgan, Rowman & Littlefield Education, June 2002

Leadership faculty and interns will appreciate this step-by-step standards-based approach to documenting student competencies.

Field Work Savvy: A Handbook for Students in Internship, Co-Operative Education, Service-Learning, and Other Forms of Experiential Education, Joan A. Milnes, Pleasant Word, March 2003

This is said to be a reader-friendly guide that walks students of all ages through the steps of: searching and applying for field opportunities, résumé writing, portfolio creation, interviewing, developing measurable goals, and more.

Handbook for Research in Cooperative Education and Internships, Patricia L. Linn, Adam Howard, and Eric Miller, LEA, Inc., September 2003

This handbook is designed to help cooperative education and internship professionals and employers design, carry out, and disseminate research on work-based education.

The School Administrator Internship Handbook: Leading, Mentoring, and Participating in the Internship Program, Ronald L. Capasso and John C. Daresh, Corwin Press, November 2000

School administration internships are a central ingredient in any preservice program, and they can be effective if they are well organized and well designed. This handbook is written for the intern, to both understand the internship program and the roles of all of the participants in the program.

The Standards-Based Administrative Internship: Putting the ISLLC Standards into Practice, Donald G. Hackmann, Rowman and Littlefield, July 2002

Here is guidance for individuals involved in the clinical preparation of aspiring principals and superintendents.

School Leader Internship: Developing, Monitoring, & Evaluating Your Leadership Experience, 2nd Edition, Gary E. Martin, William F. Wright, Arnold Bob Danzig, and Richard A. Flanary, Eye On Education, 2005

This volume helps school leaders in training to get the most out of a year-long capstone internship. Features activities covering NCLB, IDEIA, NASSP and NAESP standards.

Environment and State Parks

Big Green Internship Book: Internships and Summer Jobs for the Environment, Career Education Institutes, www.internships-usa.com/books.htm, 2006, updated annually

Contains opportunities with over 300 environmental organizations. This resource supplies complete application procedures and contact information for conservation groups, wildlife preserves, environmental advocacy organizations, environmental education centers and nature centers throughout the nation.

The Complete Guide to Seasonal State Park Employment, Career Education Institutes, www.internships-usa.com/books.htm, 2001

Fashion

A Guide to Analyzing Your Fashion Industry Internship, Michele Granger Delmar, August 1995

Genealogy

102 Ways to Apply Career Training in Family History/Genealogy: How to Find a Job, Internship, or Create Your Own Business, Anne Hart, iUniverse, September 2006

Here are ways to use training in family history and genealogy when applied to careers in education, business, or government, including creative entrepreneurial start-ups. Careers and research may focus on various state libraries or historical associations. History and family studies are part of an interdisciplinary liberal arts program that emphasizes research and writing. Journalism courses help round out the ability to express in plain language the results of reading, explorations, and interpretations. Most jobs don't require a specific major, but rather analytical training and training in writing. See the personal history course link at www.newswriting.net.

Government and Politics

Congressional Internship Book, 2005-2007, Career Education Institutes, www.internships-usa.com/books.htm, Spring 2006

This guide is said to provide the only comprehensive resource for students seeking internships with members of Congress, Congressional committees, and state or district offices serving constituents.

The Insider's Guide to Political Internships: What to Do Once You're in the Door, Mack D. Mariani and Grant Reeher, Westview Press, September 2002

Written by two political scientists and professors who have taught classes that involve internship experiences, this book covers internships at the White House, non-profit organizations, and state/local government offices. The most extensive section, however, covers the Capitol Hill internship.

Internship Opportunities within The Federal Government, www.house.gov/watt/intern03.htm, annual

This annual publication is for undergraduate, graduate and law students. The information in this publication is provided by federal departments and agencies and, unfortunately, does not include every available opportunity.

The Student's Federal Career Guide: 10 Steps to Find and Win Top Government Jobs and Internships, Kathryn K. Troutman, Emily K. Troutman, David Raikow, and Susan Custard, Resume Place, September 2004

This title, claimed to be the only comprehensive guide for students on starting a government career, provides the inside track. It details a 10-step process for going from the classroom to a great job and includes a bonus CD with hotlinks to government agencies and job listings, an explanation of common government terms, and more.

History

History Internship Book, Career Education Institutes, www.internships-usa.com/books.htm, Fall 2006

This book provides information on hundreds of opportunities with historical sites, museums, historic research organizations, state archives, historic preservation groups and living history programs nationwide. It is said to be the only resource of its kind and provides listings with over 300 organizations.

Human Rights and Humanitarianism

Alternatives To the Peace Corps: A Guide to Global Volunteer Opportunities, 11th Edition, Paul Backhurst, Food First, October 2005

Alternatives is a resource for finding community-based, grassroots volunteer work. Features include: listings for over 100 national and international organizations; tips on researching and evaluating organizations; help with budgeting and fundraising; and an extensive section listing books, Websites, and organizations; and more.

The Human Rights Internship Book, Career Education Institutes, www.internships-usa.com/books.htm, Fall 2006

Here are internship opportunities with over 150 organizations working for democracy and justice throughout the nation and the world. Undergraduates, graduate students and law students can make a contribution to non-governmental organizations (NGOs).

World Volunteers (3rd Edition): The World Guide to Humanitarian and Development Volunteering, Fabio Ausenda and Erin McCloskey, Universe, January 2006

The World Volunteers guide is for people without previous volunteering experience abroad who want to get involved in humanitarian aid projects throughout the world.

International/International Affairs

The Back Door Guide to Short-Term Job Adventures: Internships, Summer Jobs, Seasonal Work, Volunteer Vacations, and Transitions Abroad, 4th Edition, Michael Landes, Ten Speed Press, April 2005
Summer jobbers, college grads, and anyone trying to reinvigorate or redirect a stalled career needs a short-term job adventure. From internships to seasonal work to volunteer jobs and adventures abroad, this guide contains more than 1, 000 opportunities to work, play, learn, help, create, experience, and grow worldwide

Directory of International Internships, 5th Edition, Michigan State University, 2003

This directory has 170 pages of entries of international internships that are sponsored by educational institutions, government agencies, and private organizations. Topical entries include subject areas, number of internships, objectives, description, location, duration, financial data, eligibility, stipulations, guidelines, and contact information including name, address, telephone, fax, e-mail, and website.

Global Work: InterAction's Guide to Volunteer, Internship and Fellowship Opportunities, 4th Edition, InterAction, 2004

Organized alphabetically by agency name, brief profiles describe the opportunities that nearly 100 relief and humanitarian organizations offer. With program and location indexes.

The Imaginative Soul's Guide to Foreign Internships: A Roadmap to Envision, Create and Arrange Your Own Experience, Laura Hitchcock, Ivy House, June 1993

This is a how-to guide that covers everything from the reasons for interning abroad to preparing to go, to items such as housing and health, plus a list of books that may be dated or may be helpful.

The International Directory of Voluntary Work, 7th Edition, Peterson's Guides, 2000

Details over 700 organizations around the world that need all types of people for all types of work for periods of time that can vary from a few hours to a few years. The listings describe the lengths of time for which volunteers are required; if board, lodging, and insurance are provided; whether pocket money is paid; or if a registration fee is charged.

International Internships, 2006, International Career Employment Weekly, published annually

This resource details over 500 international internships and volunteer opportunities.

Internships in International Affairs, Career Education Institutes, www.internships-usa.com/books.htm, Fall 2006

This is claimed to be the only resource of its kind providing students with the opportunity to gain experience in international affairs. Included are international policy organizations, government agencies, international trade organizations, non-governmental organizations (NGOs), relief organizations and international organizations, both in the U.S. and abroad.

Law/Paralegal

Internships in the Legal Profession: A Beginner's Roadmap to Success, Hedi Nasheri, Courier Custom Publishing, January 2001

A resource introducing potential interns to the legal internship experience and providing them with a guide and reference to use throughout their internship experience. This book offers students general information, practical guidance, and helpful resources.

Paralegal Internship Manual: A Student Guide to Career Success, 2nd Edition, Charles P. Nemeth, Prentice Hall, January 1996

This workbook provides structure for readers embarking on a paralegal internship experience. It covers the most typical approaches witnessed in internship programs (even though the terms and conditions of internships vary widely depending upon the institution or program).

Paralegal Internships: Finding, Managing and Transitioning Your Career, Ruth-Ellen Post, West Legal Studies, Thomson Delmar Learning, 1999

This is a "how-to" guide for pursuing a paralegal internship in a law office, government agency, corporate legal department, courthouse or other law-related setting.

Washington Internships in Law and Public Policy, 2005

Leisure, Recreation and Hospitality

Hospitality Management Internship: A Student Workbook, ring-bound, Kimberly J. Harris, Prentice Hall, February 2005

This workbook, designed to be used before, during, and after the internship experience, was developed to assist both the intern and the intern coordinator in planning and managing the internship experience.

Internships in Recreation and Leisure Services: A Practical Guide for Students, 3rd Edition, Edward E. Seagle and Ralph W. Smith, Venture Publishing, 2002

The third edition of this book provides tips and techniques for developing an electronic or scannable résumé, and offers a comprehensive list of internship-related and job-search Websites.

The Resort Internship and Seasonal Employment Guide, Career Education Institutes, www.internships-usa.com/books.htm, Fall 2006

This book provides current information on positions with resorts nationwide. It provides complete information on thousands of positions with over 250 resorts nationwide.

Library Science

Public Library Internships: Advice From the Field, Cindy Mediavilla, Scarecrow Press, Inc., July 2006

This book was compiled and edited by a librarian who was instrumental in getting funding from a Library Services and Technology Act grant to carry out an internship program in public libraries. This book offers firsthand advice from the field, provided by former public library interns and internship site supervisors.

Medicine

Common Clinical Cases: A Guide To Internships, Sanjaya Senanayake, McGraw-Hill Professional Publishing, March 2005

This book presents common case histories encountered in emergency departments and hospital wards. The book adopts a problem-based approach, presenting scenarios as they would appear in the hospital, and takes readers step-by-step through the case to determine a diagnosis and treatment.

Directory of Financial Aids for Women 2005-2007: A List of Scholarships, Fellowships, Loans, Grants, Awards, and Internships Available Primarily or Exclusively, Gail Ann Schlachter and R. David Weber, Reference Service Press, May 2005

The book is written in an informal, accessible style and together with the increasing adoption of problem-based learning in the curriculum, it will appeal to interns, registrars, residents and medical practitioners looking for a practical guide to clinical practice in hospitals.

The Washington Manual Internship Survival Guide, 2nd Edition, for PDA: Powered by Skyscape, Inc, Washington University School of Medicine, Department of Medicine, Grace A. Lin, Tammy L. Lin, and Kaori A. Sakurai (CD-ROM), Lippincott Williams & Wilkins, May 2006

Written by Washington University residents, this small pocket book contains all the essential information that interns need from day one on the wards, including ACLS algorithms, useful formulas, patient notes, top 10 workups, common calls/complaints, and common consultative questions in all subspecialties. This edition is also available for PDAs.

Non-profit

100 Best Nonprofits to Work For, 2nd Edition, Leslie Hamilton and Robert Tragert, Thomson ARCO, Published by Peterson's, 2000

This guide offers 100 great possibilities for finding a socially responsible job with good pay and career prospects.

Great Careers: The Fourth of July Guide to Careers, Internships, and Volunteer Opportunities in the Nonprofit Sector: Public, Community and Internal, 2nd Edition, Devon Cottrell Smith, Garrett Park Press, May 1990

Thoroughly reviews opportunities, organizations and resources in such areas as the environment and renewable energy, animal rights, homelessness, social action and people with disabilities.

Non-residents

U.S. Internships, Alexander H. Lostocco, Llumina Press, January 2005

The book details going through the intern process and the pitfalls and issues to expect. The student also gets an opportunity to learn more about U.S. customs and what it is like living in the U.S.

Psychology and Social Work

The Counselor Intern's Handbook, Christopher Faiver, Ronald Colonna, and Sheri Eisengart, Wadsworth, 2003

This handbook offers basic treatment modalities/psychological testing/clinical interview/psychopharmacology/ethical considerations/etc. This book guides students through each stage of the often-complicated internship process, offering resources that will prove valuable even after their internships are complete.

Directory of Internship and Post-doctoral Fellowships in Clinical Child/Pediatric Psychology, 3rd Edition, Susan J. Simonian and Kenneth J. Tarnowski, LEA, Inc., August 1999

The directory assists psychology graduate students, faculty, and clinical supervisors in identifying predoctoral internships and postdoctoral fellowships that provide specific training emphases in clinical child and/or pediatric psychology.

For the Common Good—Internships with Social and Community Service Agencies, Career Education Institutes, www.internships-usa.com/books.htm, Spring 2006

This is the result of surveying over 700 organizations and provides information regarding opportunities for students to work with agencies dealing with domestic violence, poverty, homelessness, education, drug abuse, community development, AIDS and more. It is ideal for students majoring in social work, education, non-profit management, healthcare, sociology or students who want to serve their community.

The Human Services Internship: Getting the Most from Your Experience, Pamela Myers Kiser, Wadsworth Publishing, 2nd Edition, January 2007

This practical text integrates classroom learning with fieldwork in human services agencies. The text covers information from the beginning to the end of the internship.

In the Field: A Real-Life Survival Guide for the Social Work Internship, William A. Danowski, Allyn & Bacon, September 2004

This practical, practice-based book helps students to move from the world of the classroom, textbook, and theory to real practice, highlighting case examples taken from actual client and student encounters.

The Internship, Practicum, and Field Placement Handbook: A Guide For The Helping Professions, 4th Edition, Brian N. Baird, Prentice Hall, July 2004

Acknowledging, anticipating, and addressing the everyday questions, anxieties, fears, and concerns of interns, this practical handbook bridges the gap between academic coursework and the knowledge, skills, and emotional challenges that are found in the real world of the helping professions.

Internships In Psychology, 2005-2006: The APAGS Workbook for Writing Successful Applications and Finding the Right Match, Carol Williams-Nickelson, Mitchell J. Prinstein (eds.), APA Books (American Psychological Association), July 2004

Internships in Psychology provides students with the resources needed to successfully navigate the internship application process and is for doctoral-level psychology graduate students.

Megargee's Guide to Obtaining Psychology Internship, 4th Edition, Edwin Megargee, Brunner-Routledge, September 2001

Megargee's Guide gives students essential information about the internship selection process, including updated material on the computer selection process that was implemented by the Association of Psychology Postdoctoral and Internship Centers (APPIC).

Practicum and Internship, 3rd Edition, John Charles Boylan, Patrick B. Malley, and Eileen Petty Reilly, Brunner-Routledge, July 2001

With coverage of theoretical foundations and practical tools and exercises, *Practicum and Internship* is a comprehensive resource for students, interns, and their supervisors in the training process for counseling and psychotherapy. A CD-ROM contains forms for student's evaluations.

The Social Work Practicum: A Guide and Workbook for Students, 3rd Edition, Cynthia L. Garthwait, Allyn & Bacon, June 2004

This volume is said to be a unique workbook designed to facilitate the integration of social work theory and practice during the student's field practicum. Visit www.ablongman.com/careercenter for more information.

Your Supervised Practicum And Internship: Field Resources For Turning Theory Into Action, 1st Edition, Lori Ann Russell-Chapin and Allen E. Ivey, Wadsworth Publishing, August 2003

This text takes students through the necessary fundamentals of field experience. It helps students to understand the supervision process and their place in the agency. Vital topics such as ethics and HIPPA, multicultural issues, tape analysis, and multiple approaches to supervision are included.

Sports, Fitness and Health

Internship Placement Resource Manual for Fitness, Health, and Sport, Nellie M. Carlos and Michael N. Cyr, University Press of America, July 2005

This directory lists over 500 internship sites available for students in physical education, fitness, health, sport, and sport management.

Internships, Jobs And Careers in the Sports Industry, C. H. Wong, Jones & Bartlett, January 2007

At press time, no detailed information was available, as the book was still in production.

The Sports Internship Book, Career Education Institutes, www.internships-usa.com/books.htm, Fall 2006

This book details information on over 350 internship programs with sports teams (major and minor league), arenas and venues, conferences and leagues, college athletic departments, sports media, sports agents, tournaments, sports lawyers and sports marketing companies nationwide.

Volunteering

Alternatives to the Peace Corps: A Directory of Global Volunteer Opportunities, 10th Edition, Food First Books, 2003

A directory of volunteer and community development opportunities in third world countries and the U. S. Contents include tips on selecting volunteer programs.

The Busy Family's Guide to Volunteering, Jenny Friedman, Robins Lane Press, 2003

This guide shows how families can incorporate volunteering into busy schedules, and how to select activities that are age-appropriate. Specific opportunities and organizations are described for environmental protection, social action, poverty, and senior centers, to name a few. One chapter is devoted to volunteer vacations.

Invest Yourself: The Catalogue of Volunteer Opportunities, Susan G. Angus (editor), Commission on Voluntary Service and Action in New York, August 2006, annual

Invest Yourself provides comprehensive information about thousands of non-governmental volunteer opportunities throughout North America and the rest of the world. Over 220 organizations have listed their

volunteer opportunities, addressing such problems as healthcare, hunger, legal justice, sustainability, literacy, and more.

Make a Difference: America's Guide to Volunteering and Community Service, Arthur I. Blaustein, Jossey-Bass Publishers, 2003

Organized by broad field of interest categories, the book lists and describes numerous organizations that offer volunteer opportunities.

Global Work: InterAction's Guide to Volunteer, Internship and Fellowship Opportunities, 4th Edition, InterAction. 2004

Organized alphabetically by agency name, brief profiles describe the opportunities that nearly 100 relief and humanitarian organizations offer. With program and location indexes.

The International Directory of Voluntary Work, 8th Edition, Victoria Pybus, Vacation Work, Oxford, England: 2003

A directory of international volunteer programs and organizations. Part 1 contains listings for travel abroad opportunities including a separate section for professionals. Part 2 describes part-time volunteer programs in the U.K. and the U.S.

Volunteer Vacations: Short-Term Adventures That Will Benefit You and Others, 9th Edition, Bill McMillon, Ed Asner, Bill McMillon, Doug Cutchins, Chicago Review Press, February 2006

Said one reviewer: "Details thousands of opportunities for anyone wanting to see the world with a purpose."

Volunteering (Barnes & Noble Basics), Hope Egan, Silver Lining Books, September 2002

Egan's book covers: when and how to volunteer as a family; the names and contact information for over 200 volunteer organizations; tips to start your own volunteer project; the ins and outs of volunteering overseas; and much more.

Women's Rights

The Women's Rights Internship Book, Career Education Institutes, www.internships-usa.com/books.htm, Fall 2006

This resource provides information about internships with organizations working for the cause of women's rights nationwide. Included are advocacy groups, domestic violence prevention programs, human rights commissions, reproductive health organizations and much more.

ONLINE

General

InternDC (www.interndc.net/main/index.php)

Not an internship site, but an interactive community of aspiring young professionals from all over the world. Membership is free, and you don't have to live in Washington, DC, to benefit from the InternDC experience.

Internships Abound (www.internweb.com)

Contains a search engine and links to articles on the job-hunting process.

Internsearch (www.internsearch.com)

This company publishes a *National Internship Directory*, which includes detailed descriptions of available internships. It distributes the directory to key personnel at partner universities which are trying to place large pools of qualified students in required internships. Employers pay an annual fee to be listed in our directory. Access by students and universities is free of charge. Students can print the directory for free.

Internships-USA (www.internships-usa.com)

Said to be the largest internship site on the Web with more than 3,000 organizations offering internships for college and law students. Over 100,000 students visit the site every month. If your school is one of our over 300 subscribers you can browse the Internship Series On Line. If your school is not a subscriber, check what is available by clicking on The Books link.

Monster (www.monsterTRAK.com)

Search by state. Resources include a Salary Center and Employer Showcase, which allows browsing companies by industry.

National Internships (www.internships.com/)

This site is claimed to contain the world's largest online database of internships in conjunction with career development and placement centers at colleges.

Rising Star Internships (www.rsinternships.com/)

A database of national internship openings for students. Prospective interns can post their résumés on the site. Students can search for Internships by sector: accounting, art history, business, fashion, etc.—over 70, in all.

WetFeet (InternshipPrograms.com)

Allows users to post their résumés for employers who are looking for interns. Users can also search a database of internships, read internship reviews, create their own profile, or research companies and careers on Wetfeet.com.

Volunteering

Selecting an organization to volunteer for has become easier recently, thanks to a number of Web sites now hosting searchable databases of volunteer opportunities. Below is a selection of these resources:

Guidestar (www.guidestar.org/classifieds) hosts advertisements for volunteer opportunities (select the term "Volunteer" from the drop-down menu) in addition to its searchable database of nearly one million nonprofit organizations in the U.S.

Idealist (www.idealists.org/) posts volunteer opportunities that can be searched by area of focus, project description, country, state, city, skills needed, language needed, and age. You can also indicate the time frame in which you would like to volunteer.

Network For Good (www.networkforgood.org/volunteer) allows you to search for volunteer opportunities by zip code, distance, and interest area. You can also search for a specific volunteer opportunity by organization name.

Volunteer Match (www.volunteermatch.org) can be searched by zip code, category, and distance. You can then sign up automatically by e-mail for those volunteer opportunities you are interested in.

OTHER SITES

There are many other sites for internships, but space does not permit giving an extensive listing here. A search will quickly turn up relevant sites. To give you an idea of what's available, here are a few selected sites that were found easily:

Environmental Careers Organization (ECO) (www.eco.org/)

Offers paid environmental internships in the U.S. for university students and recent graduates, listed by organization, title, location, application deadline, etc. Information for applicants and for environmental employers.

INROADS (www.inroads.org/inroads/inroadsHome.jsp)

This is an organization that seeks to increase business career opportunities and knowledge for the best ethnically diverse students, while giving corporations the opportunity to develop diverse managerial talent. INROADS was established to identify interested, capable high school, college and university students who pursue business, engineering, computer and information sciences, sales, marketing, allied health care, healthcare management, and retail management careers.

International Opportunities Program—Internships Abroad (www.cie.uci.edu/iop/internsh.html)

Information on internship experiences in countries around the world. The home page contains links to related Websites, as well as listings of some of the more well known programs that exist. The most helpful resources, those with which we suggest you begin your search, are noted with gold stars.

The National Academies (www7.nationalacademies.org/policyfellows/)

Internships for graduate science, engineering, medical, veterinary, business, and law students in the analysis that informs the creation of science and technology policy and to familiarize them with the interactions of science, technology, and government. Each fellow is assigned to a senior staff member who acts as his or her mentor.

The Remembering Site (www.TheRememberingSite.org/internships)

Site accepts applications from junior-level, senior-level or graduate-level students seeking a career in online marketing/search optimization, fund raising, and teaching. Each intern is assigned one project lasting four months.

The Student Conservation Association (SCA) (www.thesca.org/environmental_internships/)

SCA members help to protect vital habitats, threatened wildlife, and other at-risk resources in our nation's parks, forests and urban green spaces. This is a national nonprofit, with nearly 3,000 volunteers annually.

The Washington Center for Internships and Academic Seminars (www.twc.edu/)

Now in its 30th year, The Center is an educational nonprofit organization serving hundreds of colleges and universities in the U.S. and other countries by providing selected students with challenging opportunities to work and learn in Washington, D.C. for academic credit.

Workplace Fairness (www.workplacefairness.org/internships)

Help people understand, protect, and strengthen employee rights. Learn more about employment law, Website development, communications, marketing, fundraising, and the ins and outs of nonprofit organizations. Do so by becoming a Workplace Fairness intern.