**2024 BISC Summer Internship**

An unpaid summer internship for which the students may receive academic credit. Students will

sign up for BISC 3987-working period (0 cr.) in the summer and receive academic credit (3 cr.)

for BISC 4987 in the fall. BISC 4987 may fulfill a BISC elective. Applicants will go through a

selection process. The selection will be based on seniority and how this internship may benefit

the student’s career after graduation. The top two-three candidates will meet with the site

supervisor, who makes the final decision. At the end of the fall semester, the intern will do an

oral presentation and write a reflection paper.

**Focus: Healthcare administration**

**Title of Internship: Volunteer Services Internship**

**Location:** ASMC Volunteer Services

**Brief description:**

The intern will work with Volunteer Services to optimize recruitment and utilization of volunteers at Aurora Sinai. Responsibilities will include:

* Overseeing Recruitment and onboarding of volunteers
* Investigating methods of recruiting summer/yearlong volunteers
* Assisting in the development of a High School volunteer/intern partnership program with multiple area high schools
* Optimization of volunteer tracking software program
* Working with Volunteer Coordinator and Manager to establish partnerships with departments not currently utilizing volunteers with the purpose of developing volunteer opportunities within those departments
* Regularly checking in with volunteers to ensure that they are confident in their volunteer role(s), finding fulfillment and feeling that their gifts and talents are being utilized effectively

**Timeline:**

* Applications due: Rolling application. It will close when an intern is selected
* Internship length: Summer 2024 (140 working hours)
* General Time Commitment: 8-10 hours per week

**How to apply:**

Interested students should apply by submitting the form found here: [Application Form](https://www.marquette.edu/biomedical-sciences/internship-program.php). The form will request the following:

* Your personal statement explaining why you should be considered for this internship.
* A brief résumé