

What is the advantage of taking on an intern?

In addition to having a free worker, it is also a good opportunity to get a 'first look' at some of our most promising students. If you are a small company or charity, this may be your opportunity to initiate a project you wouldn't otherwise be able to afford.

How do students know of available internships?

All available internships are listed on the University's website for postgraduate media and communications students. When they see an internship they like, they apply online to the postgraduate coordinator who then sends their details on to the company or organisation for approval/ interview. Master of Publishing students may also initiate their own internships by approaching companies independently, in consultation with the postgraduate coordinator.

How do you get involved?

Simply send an email to the postgraduate coordinator (fiona.giles@usyd.edu.au) stating when you would like an intern to start and how many days per week you would prefer your student to work. Include a brief outline of the project and/or the duties involved in the position.



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For more information

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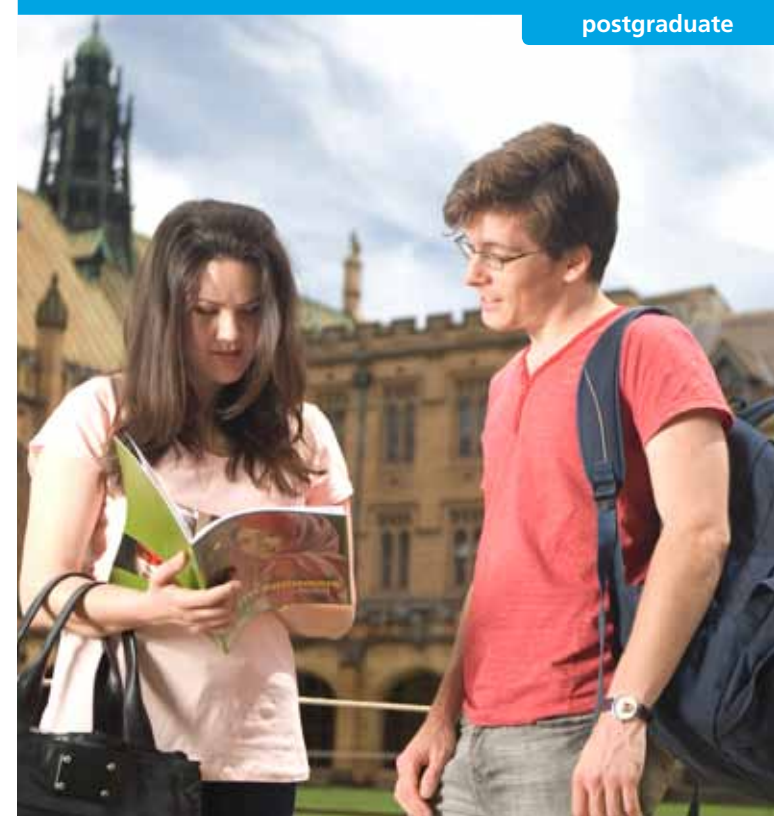


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Master of Publishing internships

postgraduate



The Department of Media and Communications at the University of Sydney is pleased to invite publishing organisations, and other companies where publishing takes place, to host a Master of Publishing student as an intern.

Master of Publishing students are highly motivated, professional graduates. Many of them have already worked in the book, magazine or online publishing trades, or in other professional capacities.

By participating in this voluntary work placement program, you will benefit from their energy and enthusiasm, and have first-hand knowledge of prospective graduates.



How does the internship work?

Students will work for you, under your supervision, as directed by you, for the equivalent of 10 working days. The internship may be done at any time of the year that is convenient to you.

What kind of organisations can participate?

Any company or organisation that works in publishing (whether book, magazine or internet publishing), in editing, sales, publicity, management or marketing, or in any other professional capacity, can take part. While your core business might not be publishing, if you have an in-house publication that an intern could work on, you would qualify.

What kind of work should the interns do?

Interns are expected to work at a professional level, performing any tasks that are normally completed in your particular workplace. We do ask that you briefly outline in advance the tasks that you would expect an intern to undertake, although these may be altered in consultation with the intern and postgraduate coordinator at a later date.

How long are the internships?

Each student is required to complete 70 hours of work in one or more organisations. The internship may be full-time (over 10 working days) or part-time (spread over a longer period).

Are the interns paid?

No. Interns are not paid.



What about insurance?

Unpaid interns are covered by the University of Sydney's insurance for public liability and professional indemnity.

Is there much paperwork?

Administration is minimal. After the initial contact with the postgraduate coordinator to establish your requirements, you only need to complete and return two forms. One of these is the offer form, when you accept a particular student; the second is the completion form, to be submitted at the end of the placement. The first provides us with the workplace and supervisor's details, while the second gives you an opportunity to comment on the performance of the intern.

