

County of Ventura
Human Resources Department

Student Internship Project List

The Student Internship Program is an unpaid/course credit program open to college Juniors, Seniors or Graduate students. Students must be in good academic standing and must receive academic credit. Students must be able to provide their own transportation and be available to work 8-10 hours per week.

Applicants who meet program requirements may be invited for an interview in order to assess their ability to perform the duties of the internship.

If you feel that you are qualified and wish to be considered for the internship(s), please identify 2-3 projects and apply.

Project #	Project Title	Project Description	Possible Major	Critical Skills	Location
1	Program Assistant Trainee	Assist in the compilation of multiple data collections; assist in developing a tracking system for all program applications; and assist in creating an archival system.	Public Administration; Management Information Systems; Business Administration	Strong analytical skills; basic to strong computer skills; and strong oral and written communications.	Treasurer-Tax Collector 800 S. Victoria Avenue Ventura, CA 93009
2	Internship with the Ventura County District Attorney	Undergraduates can learn about the criminal justice system first hand. They work closely with all levels of staff, including deputy district attorneys, investigators, and support staff. Students working in one of our special units or Bureau of Investigation can be expected to assist with a number of educational duties.	Law or related fields		Volunteer Opportunities Office of the District Attorney Crime Victims' Assistance Unit 800 S. Victoria Avenue, Room 311 Ventura, CA 93009
3	SHIP Program	SHIP is a six and a half week paid internship program. The program is for students in the 11th and 12th grades from the Fillmore and Santa Paula High School district areas. In partnership with the County Health Care Agency, the SHIP is an opportunity for eight (8) students to experience the professional opportunities that being a part of the health care delivery system in the Santa Clara Valley can afford.	Various	The SHIP Intern is motivated to experience the professional opportunities of the various aspects of the health care delivery system that is represented by the various departments of the County Health Care Agency. These include on campus departments such as support services, med-surg, OB, emergency, lab, radiology, etc; Clinics; Administration; and support.	Health Care Agency - VCMC - Santa Paula Hospital http://www.scvwf.org

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	ALL (Alliance for Linked Learning) Summer at the County internship	A 7-week paid summer internship program where students get the chance to work in their field of interest while learning basic civics and getting an overview of different types of government work. Students will work part time for one agency, take various field trips of other departments and complete a final project.	Ventura County highschooler	Students will: learn the appropriate interpersonal behaviors in an effective work culture, be mentored on how to build professional relationships with peers and adult allies and gain practical knowledge in completing tasks in a professional work environment. Not only are these students learning professional skills, but 98% of seniors who participate in the program graduate high school in a school district where there is great need for graduation rate improvement	Various