



# Summer College Internship

## Human Resources Department

The City of Lancaster Summer College Internship Program is a paid, ten-week internship, **from May 28, 2024, through August 2, 2024.** The internship provides college students with real-life working experiences by exposing the students to the many facets of local government and provides an all-important lesson about giving back to the community. The City has five (5) paid summer internship positions. These positions are a full-time, 10-week commitment, Monday through Friday, 8 a.m. to 5 p.m.

Students who reside, or whose parents reside, within the city limits of Lancaster will be given priority in the selection process; however, all applicants must be residents of Lancaster County. You will be asked to provide a copy of your drivers' license with current residence.

### Program Criteria:

- Students must be actively enrolled in an accredited college. Actively enrolled shall be defined as **taking a course load of at least 12 credit hours for the Spring 2024 semester.**
- Interested students should apply online at [www.lancastercitysc.com](http://www.lancastercitysc.com) (See employment opportunities) Please fill out application COMPLETELY and CLEARLY. **Application for employment must be signed electronically.**
- **You must upload TRANSCRIPTS showing 12 credit hours you are taking this semester-Spring, 2024 (transcripts do not have to be "official")**
- Students must have at least a 3.0 GPA (on a 4.0 scale)
- **If GPA is less than 3.0 Attach a letter of recommendation** from your Academic Advisor or the Dean of the school (*upload copy of transcripts and/or letter of recommendation*)
- **Interested students should apply online no later than 5:00pm on Friday, May 10, 2024.**
- Students will be subject to the following background checks: *Criminal History (SLED), Driving History, and Drug Test.*
- **Student interns will be compensated at a rate of \$12.00 per hour.**