



City of Hallandale Beach Internship Program



Internship Program



The City of Hallandale Beach (COHB) Intern Program offers a highly competitive opportunity for college students to gain hands-on experience in public administration. Interns will gain in-depth knowledge of the public administration industry by participating in meaningful projects, conducting pertinent research, and having direct exposure to local public administrators.

Internship Program



The City of Hallandale Beach is seeking individuals from multiple disciplines and diverse areas of interest which may provide opportunities to work in the following departments:

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|--------------|----------------------|----------------|-------------------------|
| City Manager | Development Services | Human Services | Procurement |
| City Clerk | Finance | Fire Rescue | Parks & Recreation |
| Public Works | Human Resources | Police | Innovation & Technology |
| | Capital Improvement | | |

Internship Program

Purpose



- ✓ **EMPLOYMENT:** Students completing internships stand out when job hunting as they will have some experience.
- ✓ **THEORY INTO PRACTICE:** An internship experience can add meaning to academic study by giving the intern a chance to apply theories learned in the classroom to “real world” situations.
- ✓ **INCREASED COMMUNITY AWARENESS AND INVOLVEMENT:** The student will develop an awareness of others’ needs and gain an understanding of his/her role and potential contribution to society.
- ✓ **PERSONAL GROWTH:** The student will grow from the experience. Having to solve problems in unfamiliar situations can increase a student’s self confidence and self-esteem.
- ✓ **NEW ENVIRONMENT:** An internship introduces the student to a new environment and the challenges and problems of a work setting. The student will also learn the meaning of teamwork.
- ✓ **RESEARCH:** It’s an opportunity for experimentation and exploration of new and old academic and career interest.

Internship Program

Qualifications



- ✓ A current college student in the field of Public Administration, Political Science, or other related field who has good academic standing with an accredited institution;
- ✓ Excellent communications skills desired (written and oral);
- ✓ Demonstrable proficiency in research, analysis, and reporting;
- ✓ Ability to work in a professional office setting and interact with executive team members;
- ✓ Preference given to City of Hallandale Beach residents (or students who resided in the City within the past 2 years).

Internship Program

Program Length / Salary



- › Minimum of 12 weeks;
- › May remain active in the program up to one year (depending on needs/funding and continued enrollment in school);
- › Average of 20 hours/week;
- › \$15.00 - \$20.00/hour (depending on experience and qualifications).

Internship Program



Q & A

