Internship Opportunities
Compiled by: Michelle Rippy – May 2015

Federal Level Internships

- **Bureau of Alcohol, Tobacco, Firearms and Explosives Internship**
  - Pathways Internship Program: [http://www.atf.gov/content/Careers/careers-at-ATF/internships](http://www.atf.gov/content/Careers/careers-at-ATF/internships)
  - Can work full or part time; can be employed year round
  - Minimum 2.5 GPA
  - Also has a Recent Graduate Program Internship
  - Student Volunteer Program inquiries can be sent to: [internships@atf.gov](mailto:internships@atf.gov)

- **Central Intelligence Agency Internship**
  - [https://www.cia.gov/careers/student-opportunities/](https://www.cia.gov/careers/student-opportunities/)
  - Multiple opportunities including undergraduate co-op programs, internship program and graduate study programs
  - Minimum 3.0 GPA required; paid internship
  - Applications for Summer 2015 due May 31, 2014
  - Apply through [www.usajobs.gov](http://www.usajobs.gov)

- **Department of Justice**
  - Internship opportunities for recent grads, undergrads and law students
  - Interns may be eligible for conversion into a full time job

- **Federal Bureau of Investigations**
  - [http://www.fbijobs.gov/2.asp](http://www.fbijobs.gov/2.asp)
  - Many opportunities for internships, though most do not appear to be local
  - With the exception of the Honors Internship Program, all internships are volunteer
  - FBI – SF Bureau can be contacted to determine if any volunteer internships are scheduled to open:
    - **FBI San Francisco**
      - 450 Golden Gate Avenue, 13th. Floor
      - San Francisco, California 94102-9523
      - [sanfrancisco.fbi.gov](http://sanfrancisco.fbi.gov)
      - (415) 553-7400
  - Applications close in March

- **Federal Law Enforcement Training Center**
  - 12-week long internship
  - Contact: [studentprograms@hq.dhs.gov](mailto:studentprograms@hq.dhs.gov)

- **Immigration and Customs Enforcement Internship**
  - Multiple opportunities at various field offices
  - **InternshipProgram** – successful completion may lead to a permanent position
Recent Graduates Program – entrance within 2 years of completion of degree; added into a one year career development program which may convert into a full time position

- **Secret Service**
  - [http://www.secretservice.gov/opportunities_interns.shtml](http://www.secretservice.gov/opportunities_interns.shtml)
  - Internship Hotline: (202) 406-5830
  - Unpaid internship working in Washington DC or other field offices. Academic credit can be offered and you will gain extensive knowledge of the inner workings of the Secret Service.
  - Local offices in San Francisco and San Jose
  - Must be able to obtain Top Secret Security Clearance and work at least 12 hours per week for 2+ quarters.

- **US Citizenship and Immigration Services**
  - *Student Interns* manage and maintain files, reports and information and provide customer support by processing documents and fees
  - Apply for the internship position via [www.usajobs.gov](http://www.usajobs.gov)
  - Applications accepted year round

- **US Courts / US Probation Northern District of California**
  - Internship Information: [http://www.canp.uscourts.gov/internships.htm](http://www.canp.uscourts.gov/internships.htm)
  - Interns conduct case review, work with offenders and assist with projects
  - Unpaid internships in San Francisco, Oakland, San Jose and Santa Rosa
  - Phone numbers for areas available on the above website; contact the internship coordinator for applications

- **US Customs and Border Protection**
  - The *Internship Program* is for students in high school, undergraduate and graduate school who, upon completion, may be considered for a full time job
  - The *Recent Graduates Program* are for those who completed coursework within 2 years and is a program to assist with gaining permanent employment within one year.
  - Apply via [https://dhs.usajobs.gov/](https://dhs.usajobs.gov/)

- **US Marshals Internship**
  - [http://www.usmarshals.gov/careers/cscep.html](http://www.usmarshals.gov/careers/cscep.html)
  - *Centralized Student Career Experience Program* will prepare students for a career as a Deputy US Marshal. 640-hr work study program.
  - Currently not hiring for the career experience program; Monitor the official website for hiring information

- **US Securities and Exchange Commission**
  - Internships available in the Pathways Intern Program and Student Honors Program
  - Unpaid internships available in San Francisco and Los Angeles
  - Applications due on June 6, 2014 via [www.usajobs.gov](http://www.usajobs.gov)
### State Level Internships

- **California Department of Corrections and Rehabilitation**
  - [http://www.cdcr.ca.gov/OLA/Student_Intern_Employment_Opportunities.html](http://www.cdcr.ca.gov/OLA/Student_Intern_Employment_Opportunities.html)
  - Interns will work in many different areas of the law and research issues facing corrections
  - Summer internships available; applications due March 1
  - Contact Intern Coordinator (916) 445-0495 or olainterns@cdcr.ca.gov

- **California Highway Patrol**
  - Explorer Program: [http://www.chp.ca.gov/recruiting/explorers.html](http://www.chp.ca.gov/recruiting/explorers.html)
  - Up to age 21
  - Application: [http://www.chp.ca.gov/recruiting/explorer_forms.html](http://www.chp.ca.gov/recruiting/explorer_forms.html)
  - Golden Gate Division Coordinator (707) 648-4180

### Local / Municipal Level Internships

- **Alameda County Behavioral Health Care Services**
  - [http://www.acbhcs.org/internships/default.htm](http://www.acbhcs.org/internships/default.htm)
  - Internships available with children, youth and adults
  - Contact (510) 567-8171 or smazid@acbhcs.org

- **Alameda County Coroner’s Office**
  - Unpublished unpaid internship at the Coroner’s Office - mostly administrative
  - [https://www.alamedacountysheriff.org/cws_coroners.php](https://www.alamedacountysheriff.org/cws_coroners.php)
  - (510) 268-7300

- **Alameda County Courts**
  - [http://www.alamedacourts.ca.gov/Pages.aspx/Pretrial-Services-Division](http://www.alamedacourts.ca.gov/Pages.aspx/Pretrial-Services-Division)
  - Two internship opportunities; intensive summer program and academic year
  - Applications due in February
  - Contact (510) 272-1270 for an application

- **Alameda County Family Justice Center**
  - [http://www.acfjc.org/about_us/volunteer](http://www.acfjc.org/about_us/volunteer)
  - Client Navigator Internship Program allows work in case management
    - Minimum commitment of 200 hours
  - Application available on the website
  - Contact (510) 267-8810 or Raeanne.Passantino@acgov.org

- **Alameda County Probation Department**
• Must be enrolled in college and be able to work for one semester

• Alameda County Public Defender’s Office
  o Unpaid internship with the Public Defender’s Office
  o [http://www.co.alameda.ca.us/defender/](http://www.co.alameda.ca.us/defender/)
  o (510) 272-6600

• Contra Costa County Probation
  o Internship, mentoring and tutoring positions available
  o Volunteers in Probation (VIP) program – at least 21 years of age
  o Must pass a background check
  o Internships, one-on-one mentorships, tutors, mentorships available
  o Contact (925) 313-4000 for an application

• Hayward Area Recreation and Park District
  o [http://www.haywardrec.org/183/Volunteer](http://www.haywardrec.org/183/Volunteer)
  o Volunteer opportunities that can earn college credit
  o Application: [http://ca-haywardrec.civicplus.com/DocumentCenter/View/50](http://ca-haywardrec.civicplus.com/DocumentCenter/View/50)

• San Francisco City/County Office of the Mayor Internship
  o 15 hours/week
  o Unpaid but college credits can be earned
  o Application can be downloaded from the above website

• San Francisco Police Internship Program
  o Unpaid internship with three orientation months (June/August/February)
  o Must work 12 hrs/week; minimum 2.0 GPA
  o College credits can be earned; unpaid internship

• San Jose Police Department Internship Program
  o [http://www.sjpd.org/bfo/community/volt/](http://www.sjpd.org/bfo/community/volt/)
  o Interns receive college credits for working in different areas of the department
  o Contact (408) 277-8658

• San Mateo County Coroner’s Office
  o Program being established to gain more knowledge in medicolegal death investigation working in both the morgue and investigative unit.
  o Applications due June 2014
  o Contact (650) 312-5562 for additional information
• San Mateo County District Attorney’s Office
  o http://da.smcgov.org/employment-opportunities
  o Internships in the South San Francisco and Redwood City locations
  o Duties include preparing discovery, exhibits, subpoenas and maintaining files
  o At least 8 hrs/week for 6 months

• San Mateo County Probation Department
  o http://www.co.sanmateo.ca.us/Attachments/HR/Files/Personnel%20Services/Probation-%20Internship%20Announcement.pdf
  o Application: http://www.co.sanmateo.ca.us/Attachments/HR/Files/Personnel%20Services/Probation-%20Internship%20Application.pdf
  o Contact (650) 363-4258 for additional information
  o Internships available in multiple locations in adult and juvenile probation in addition to administrative, fiscal services and training/backgrounds

• San Mateo County Sheriff Forensics Laboratory
  o Will allow interns for forensic science graduate students and also for students who need an internship class for their Bachelor’s Degree requirement
  o http://www.smcsheriff.com/divisions/multi-jurisdictional-services/forensic-laboratory
  o (650) 312-5306
  o General Laboratory Internship and Latent Print Processing Technician Internships available

• Santa Clara County District Attorney’s Office
  o http://www.sccgov.org/sites/da/Pages/Collegestudent.aspx
  o Applicants must be 18-years old and an undergraduate student
  o Intern completes critical responsibilities as requested by the DA’s Office
  o Apply via www.sccgov.org clicking on the employment tab and searching for “Student Internship Program”
  o Contact Linda Binder (408-792-2696) or LBinder@da.sccgov.org

• Santa Clara County Mental Health
  o Placement in Juvenile Hall and other areas
  o Apply via www.sccgov.org clicking on the employment tab and searching for “Student Internship Program”
  o Contact the Intern and Career Pathway Coordinator at (408) 792-3900
Other Internships

- **Ross Retail Stores – Loss Prevention Internship**
  - Internship in loss prevention that lasts 10 weeks
  - Training in various functions of retail management

- **TJ Maxx Retail Stores – Loss Prevention Internship**
  - [https://www.linkedin.com/jobs2/view/13522838](https://www.linkedin.com/jobs2/view/13522838)
  - Internship training in loss prevention that is paid
  - Training in various functions of retail management internally and externally

Other resources for job searches include [www.usajobs.com](http://www.usajobs.com) and internships are listed here: [https://www.usajobs.gov/StudentsAndGrads](https://www.usajobs.gov/StudentsAndGrads). If you are seeking a government job, this is a great resource: [https://www.governmentjobs.com/](https://www.governmentjobs.com/).