



<https://www.internshipsca.com/job/georgian-college-internships/>

Georgian College Internships 2026 New Job Application

Description

Georgian College is a leading educational institution in Ontario, Canada, renowned for its commitment to providing quality education and fostering career-ready graduates. With a diverse range of programs spanning various industries, Georgian College prepares students for success in today's competitive job market.

Georgian College is seeking a dynamic and motivated Internship Coordinator to oversee and manage its internship programs. The successful candidate will play a pivotal role in connecting students with valuable internship opportunities that align with their academic pursuits and career goals.

Responsibilities

- Collaborate with employers to develop internship opportunities across a wide range of industries, including business, STEM fields, skilled trades, and community service.
- Coordinate with academic departments to ensure internships meet curriculum requirements and offer valuable learning experiences.
- Facilitate the recruitment and selection process for intern candidates, including resume screening, interviewing, and placement.
- Provide guidance and support to interns throughout their internship journey, including orientation, training, and ongoing mentorship.
- Monitor intern progress and performance, and provide feedback to both interns and employers to ensure a mutually beneficial experience.
- Maintain accurate records of internship placements, including student profiles, employer feedback, and program evaluations.
- Collaborate with campus career services and alumni networks to promote internship opportunities and facilitate post-internship career pathways.
- Stay abreast of industry trends and best practices in internship management to continuously improve program effectiveness.

Qualifications

- Bachelor's degree in a relevant field (e.g., education, business administration, human resources) required; Master's degree preferred.
- Experience in internship coordination, career services, or related fields preferred.
- Strong interpersonal skills with the ability to establish and maintain effective relationships with students, employers, faculty, and staff.
- Excellent communication skills, both verbal and written, with the ability to convey information clearly and professionally.
- Highly organized with strong attention to detail and the ability to manage multiple tasks simultaneously.
- Knowledge of Ontario and Canadian labor laws, particularly as they pertain to internships and employment standards.
- Familiarity with internship management software and tools preferred.

Hiring organization

Georgian College

Employment Type

Intern

Duration of employment

3 Months

Industry

Higher Education

Job Location

Barrie, Ontario, Canada, L0L 2N0,
Barrie, Ontario, Canada

Working Hours

09

Date posted

April 18, 2026

Valid through

03.05.2028

Job Benefits

- Competitive salary commensurate with experience.
- Comprehensive benefits package, including health insurance and retirement savings plans.
- Professional development opportunities to enhance skills and advance career growth.
- Vibrant campus community with access to a wide range of resources and amenities.

Contacts

To apply for the Internship Coordinator position at Georgian College, please submit the following documents via email with the subject line "Internship Coordinator Application - [Your Name]":

1. **Resume/CV:** Include a detailed resume or curriculum vitae outlining your education, work experience, and relevant skills.
2. **Cover Letter:** Write a compelling cover letter expressing your interest in the position and highlighting your qualifications and experience related to internship coordination and student support.
3. **References:** Provide contact information for at least two professional references who can attest to your qualifications and suitability for the role.
4. **Optional: Portfolio or Work Samples:** If applicable, you may include a portfolio or samples of your work that demonstrate your experience in internship coordination or related fields.