**Kansas Micro-Internship Program**

**Career Services Emails to College/University**

**Faculty and Staff**

##### *NOTE from Parker Dewey: We hope this email provides a helpful way to share information about the Kansas Micro-Internship program with your colleagues. We suggest that you share this information with:*

##### *Faculty*

* + *Academic Advisors*
  + *Financial Aid Advisors*
  + *International Student Office*
  + *Multicultural Student Services*
  + *Veteran Support Services*
  + *Honors/Scholars Program*
  + *Athletics Department Advisors and Coaches*

*Please feel free to edit these messages as you see fit.*

***Email #1:*** *We recommend that you send this to your colleagues as soon as possible.*

Dear Colleague,

We are excited to share a new opportunity for our students to gain **short-term, paid professional experience** with Kansas-based companies and non-profit organizations. Through the Kansas Micro-Internship Program, students enrolled in two or four-year public colleges or universities in Kansas can be selected to complete Micro-Internship opportunities.

Through Micro-Internships, students can demonstrate their skills, explore career paths, and develop their professional networks. These paid opportunities typically range from 5 to 40 hours of work, and students can be selected for multiple Micro-Internships. Most projects can be completed remotely and during whatever hours the student has available.

**We hope you can share these opportunities with your students.**  Interested students can [click here](https://info.parkerdewey.com/kansasmicrointerns) to learn more or get started. If you or they have questions about this program, please contact [schools@parkerdewey.com](mailto:schools@parkerdewey.com).

If you have any questions, please let us know.

***Email #2:*** *We recommend that you send this to your colleagues towards the end of the term to help remind them about this program to keep these opportunities on their students’ radar.*

Dear Colleague,

As the semester draws to a close, we wanted to remind you about the Kansas Micro-Internship Program. These short-term projects are a good way for students to gain **paid,** professional experience with Kansas-based organizations. These projects can provide students with a bridge to a future opportunity such as an internship or even a full-time job.

New Micro-Internships are posted regularly, so we hope you can encourage your students to [click here](https://info.parkerdewey.com/kansasmicrointerns) to check out what’s new, especially if they have not done so in a while.

Please let us know if you have any questions and stay well!