

## Selected Industrial/Organizational Psychology Internships

Internship	Responsibilities	Paid/Unpaid
Sherwin Williams	<ul style="list-style-type: none"> <li>● Organize files</li> <li>● Send out invoices</li> <li>● Answer emails</li> </ul>	Paid
Center for Advanced Mental Health Practices	<ul style="list-style-type: none"> <li>● Conduct interviews</li> <li>● Organize and lead team of interns</li> <li>● Set up debates for local high schools</li> <li>● Fundraise for scholarships</li> </ul>	Unpaid
Cuyahoga County Board of Developmental Disabilities	<ul style="list-style-type: none"> <li>● Recruit businesses for local hiring events</li> <li>● Advocate for people with disabilities</li> <li>● Plan and run the hiring events</li> <li>● Update social media</li> </ul>	Paid TBD
Junior Achievement	<ul style="list-style-type: none"> <li>● Maintain and Update donation tracking excel sheet for online auction</li> <li>● Make phone calls to possible new donors</li> </ul>	Unpaid
Automation Plastics Incorporated	<ul style="list-style-type: none"> <li>● Create weekly/monthly newsletters</li> <li>● Keep up with employee attendance and behavior forms</li> <li>● Generate performance reviews for all employees</li> </ul>	Paid
Cohen & Company	<ul style="list-style-type: none"> <li>● Screen candidate applications</li> <li>● Coordinate interviews</li> <li>● Create personal files</li> <li>● Keep track of employee bonus info</li> </ul>	Paid
Parker Hannifin	<ul style="list-style-type: none"> <li>● Recruiting at career fairs</li> <li>● Resume handling and processing</li> <li>● Communication with grant recipients</li> <li>● Support employee engagement initiative</li> </ul>	Paid
Lutheran Metropolitan Ministry	<ul style="list-style-type: none"> <li>● Research and develop a supervisor training curriculum</li> </ul>	Unpaid
Arnoff and Associates	<ul style="list-style-type: none"> <li>● Drafting and posting job postings for interns</li> <li>● Research potential candidates via LinkedIn</li> <li>● Screening resumes and cover letters for positions</li> <li>● Attend networking events with company president</li> </ul>	Unpaid
Rock'n Roll Hall of Fame	<ul style="list-style-type: none"> <li>● Assist with department priorities</li> </ul>	Unpaid