



STEUBEN-SCHURZ-GESELLSCHAFT e.V.

Älteste deutsch-amerikanische Freundschaftsorganisation
Providing stability and friendship in a challenging environment



USA-Interns Program

Deutsch-Amerikanisches Praktikantenprogramm

Internship Opportunities in Germany for US Students

The USA-Interns program organizes internship opportunities for American undergraduate and graduate students in Germany and German students in the USA. It is administered by the Steuben-Schurz-Gesellschaft e.V., a non-profit organization dedicated to promoting German-American relations since 1948. It is our goal to enable any interested student to gain international work experience in Germany and to reach this goal, we are seeking new university partners in the USA interested in informing their students about our offer.

The Internships

Our task is to find internships related to the academic fields and career interests of our applicants. The positions cover the whole spectrum of employment providers from businesses and government offices to cultural institutions and usually last 8-12 weeks. Longer internships during the academic year are also possible. Amongst our program partners are employers such as RWE Energy, the major political parties, the Hessen state government, Siemens, ZDF and many more. Such diversity allows us to offer internships to students from all academic disciplines

We strive to find paid positions to ensure that all students are able to accept their internship offer. The average student in a paid internship earns between 400 and 600 Euro a month (MBAs earn more). However, the amount of compensation depends on the sector and the employment provider. Thus, as in the USA, some of the most rewarding jobs, such as those in cultural or political sectors (museums, theatres, state ministries, NGOs), may be unpaid. In past years we have been able to provide some students with scholarships.

The Application Process

We understand that each university is different. That is why we tailor our program to the needs of each individual university. Most of our partners have committed themselves to assisting us in finding qualified applicants for our positions by advertising the USA-Interns program in the relevant departments. Often they choose to establish an internal application process to select the candidates they would like to have represent their university thru the USA-Interns program. Other universities choose to solely advertise the program amongst their students who then apply individually to our program. We will gladly discuss with you the option that best suits your and your university's needs.

Students can find the required application materials on our homepage (www.steuben-schurz.org). Applications should arrive **by December/ January for an internship in the spring/ summer season or by April/ June for an internship in the fall/ winter season**. Although we accept applications past the deadline, these applicants may then be put on a waiting list.

Upon receiving the applications, our office reviews them and conducts a telephone interview with each student to clarify any questions and to discuss their internship options. During the interview we discuss the student's application and make recommendations on how s/he can strengthen it. The students then have one week to send our office their improved resume and cover letter. These are then forwarded to our partner companies based on the internship profiles they have provided us. Once a match has been found, we contact the student to begin the next steps.

What we offer

As part of our program, your students will not be just another number. Our small-to-medium size ensures that each participant receives the level of attention that they need. Your students will receive individual advice that specifically relates to their situation, because we understand that each situation is unique.

Our coordinator serves as the contact person for most questions. Our office is responsible for **organizing the internships** directly with the firms and **coordinating with the students** prior to their arrival the details surrounding their internship and stay. We provide the applicants with tips on how to find **housing**, but the actual search is the responsibility of the students themselves, as we feel that it is important that the student at this point becomes active in arranging his/her stay abroad. We also apply for the necessary **work permit waivers** with the central work authorities in Germany and are in constant contact with the companies to arrange matters relating to the exemption from taxes and social security deductions.

To help the students adjust to the cultural differences they are likely to encounter whilst working and living in Germany, the participants may attend our **orientation** (intercultural workshop) at the beginning of the summer. The seminar is an opportunity to answer any remaining questions in person and to meet the other participants and exchange experiences. In the past, we have also hosted an **evening BBQ reception** for our participants, employers, members and sponsors.

An Opportunity for any Student

As a non-profit organization dedicated to promoting German-American relations for nearly 60 years, we emphasize the importance of all students having the same means to take advantage of such opportunities, regardless of their financial backgrounds. We have thus made it our cause to find corporate and private sponsors whose donations subsidize the cost of administering the program for the students. As our program is predominantly financed by donations, the students are asked only to pay a 250 Euro administrative fee upon application in to cover a portion of the administration costs. In case of no offer: 100 EUR will be reimbursed to the student account at the end of the year.

Contact Information

If you are interested in offering this unique opportunity to your students, we would gladly discuss our USA-Interns program with you in more detail. Please do not hesitate to contact our program coordinator, Juliane Adameit, D.E.A., via email at info@usa-interns.org or via telephone at + 49 (0) 69 / 71 44 86 09.