

**Dietrich College of Humanities
and Social Sciences**

Pittsburgh Summer Internship Program

Commonly referred to as PSIP, the program provides financial support and resources to connect Dietrich College undergraduate students to their first internship experience at a non-profit, start-up or small business in the Pittsburgh area.

The goals of this program are to:

- offer students the chance to learn during their first meaningful internship experience
- provide Pittsburgh start-ups and non-profits with capable interns to support their work
- contribute to the strength and vibrancy of the Pittsburgh community

Host Sites are allowed a maximum of two interns who will complete 175-200 hours of work between May 16 and August 12. Dietrich College will provide a \$3,000 stipend to financially support the intern.

Organizations must designate a supervisor with relevant expertise who will meet with the intern(s) individually at least once per week. The work performed must make a meaningful contribution to the mission of the organization.



"PSIP has been nothing short of amazing! The energy, drive, and intellect of CMU students is incomparable!"

*Ingrid Cook
Founder and CEO of SHzoom*

Host Site Expectations

PSIP is designed for students who do not yet have professional experience and are early in their academic career. As a result, we are looking for host sites that will...

- Meet with the intern regularly
- Help the intern adjust to the workplace
- Provide meaningful work
- Work with the intern to establish goals
- Teach the intern transferable skills
- Deliver ongoing constructive feedback
- Help the intern build their network
- Encourage career exploration
- Provide an appropriate physical space

Our Students

The Dietrich College of Humanities and Social Sciences embodies one of the most varied groups of students all united by a common goal: confronting and solving society's most complex problems. These students engage in cross-discipline study and as a result are able to communicate, think, learn and understand the world in unique ways.

Intern Contributions

 Data Analysis and Visualization

 Events and Operations

 Communications and Social Media

 Content Creation

 Website Design and Maintenance

 Software Development

 Organization Growth and Marketing



"The extra help that we get from PSIP is a win-win situation in my eyes. Every year we receive extremely motivated and easy-to-work-with individuals."

*Alexi Charalambides
Co-Founder and CTO of Lifeware Labs*

Check out our areas of study



READ THE SUMMER 2021 ANNUAL REPORT



"We have been consistently delighted by the quality, professionalism, and enthusiasm of our interns. Having the support of a fantastic program like PSIP through the pandemic has had an overwhelmingly positive impact on EKTO VR, and we are thankful to the program."

*Brad Factor
Founder and CEO of EKTO VR*

Program Costs

All participating organizations will need to pay a program fee per selected intern.

\$250	Revenue less than \$500,000
\$500	Revenue greater than \$500,000
\$750	Revenue greater than \$1,000,000

Host Sites may request a waiver of this fee.

Application Timeline

December

Host Sites are selected and notified

February

Host Sites create job posting on Handshake

March

Accepted PSIP students apply to postings.
Organizations complete interviews

April

Host Sites make offers and a second round of the process occurs to fill open positions

Note: If accepted into the program, you are not guaranteed an intern, nor are you obligated to choose one if you don't find an appropriate fit.

Application Questions

As you prepare your application, please be prepared to respond to the following:

- Proposed internship job title(s)
- Examples of meaningful projects
- Ways you will support the professional development of the intern
- What you plan to do to connect the intern to the city
- How your organization supports equity, diversity and inclusion

CLICK HERE TO APPLY BY NOVEMBER 15
Questions? Email psip@cmu.edu