

Career Services Internship Testimonial



Figure 1 - Jocelyn Frederick and Federica Casazza HR Supervisor at UniBocconi

Jocelyn Frederick

JCU Degree Seeking – BA in International Affairs – May 2009

Internship at the Università' Commerciale Luigi Bocconi, Milano

First of all, I would like to thank JCU Career Services for the help I received in setting up my internship at Università Bocconi. I thoroughly enjoyed the internship, learned many new things and grew professionally. I am also glad to inform to report that after my 7-month internship and a few interviews I was offered a temporary position (*contratto a tempo determinato, 18 months*) in the Student Services Office at Bocconi. I accepted the offer and started the second week of October (11 October 2010).

The 7 months of my internship went as follows:

March 1st - March 30th - part-time in the Exchange Office/Ufficio Scambi (outgoing Bocconi Students)

March 30th - May 15th - full-time in the Exchange Office/Ufficio Scambi (outgoing Bocconi Students)

May 15th - September 30th - full-time at International Student Desk (Incoming Exchange Students)

As a part of the Exchange Office I contributed to the selection of students for the 2010-2011 Exchange Program, worked closely with the Area Coordinator of North America and South America helping Bocconi students fill out applications, send applications, communicate with

their future host university, and respond to their questions concerning everything from the visa procedures to course correspondence. I helped prepare e-mails for partner universities and translated and corrected publications. I assisted with the preparation of "*statini riassuntivi*" (transferring courses and classes taken abroad), filing, e-mail correspondence and phone communication.

As a team member of the International Student Desk I worked on the conclusion of the Spring 2010 semester, the preparation for the Fall 2010 semester and the successful completion of the planned "Welcome Activities". I filled out appropriate documents for partner universities, prepared, edited and translated publications and documents for the ISD website. I filed applications and corresponded frequently with current and future exchange students.

This opportunity gave me the chance to work in an Italian university with an international focus. I have learned many new terms in the Italian language and am adapting to the work atmosphere. Both positions have demanded quick learning, an open mind and the utmost precision and attention when handling and preparing documents.

Bocconi is often looking for recent graduates who are hard working and enthusiastic about internationalization and the development of their student services (international or home based). I would recommend applying for an Internship at Bocconi for those students who speak fluent Italian and English (additional languages: Spanish, French, Russian useful but not necessary), are ready and willing to work full time, are well-organized and find it easy to adapt to new environments.

I am now working in the Student Services Office focusing on housing and scholarship awarded to international students. I am looking forward to getting to know this top-Italian University even better than I know it now! I know that Emily Salm, a 2010 JCU Graduate, has already applied for an internship at Università Bocconi and would recommend that others with similar interests (international affairs & exchange programs) submit their CV.

Thank you again for all of your help!



Figure 2 - Jocelyn Frederick & Francesca Gleason at JCU fair

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