

Posting a Job or Internship



CSSE/Career Services maintains an online internal job and internships list for current students and alumni. We are more than willing to promote your company's job opportunities and any internship offerings available. To have your position(s) listed, please provide the following information and email it to career@mcla.edu:

- Company name
- Name and title of contact person or hiring manager
- Type of position (internship, part time, full time)
- Job Description
- Job Requirements/Qualifications
- Application procedures (resume, cover letter, references)
- Specific hourly/ weekly commitment (if applicable)
- Paid or Unpaid (if applicable)
- Date for posting to be closed

For employers seeking interns, please note that Massachusetts College of Liberal Arts has specific requirements for students who wish to complete internships for credit. Please review those requirements on the MCLA Internships page with at this link:

<http://www.mcla.edu/Academics/academicresources/studentssuccess/career/internships/index>

Should you have any questions please contact: 413-662-5333

Thank you

MCLA Office of Career Services