2020
Lafayette College
Externship Program

A program sponsored by the

LAFAYETTE
GATEWAY CAREER CENTER

EXPLORE an Interesting Career
DEVELOP Networking Contacts
BUILD Your Resume
EXPERIENCE a New and Exciting World
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*The Gateway Career Center is continuing to cultivate additional Externships. A supplemental list of newly added opportunities will be emailed to you by October 24th; please be sure to review these as well!*
Timeline

**OCTOBER 2019**
Attend The Externship Process Made Easy workshop on **October 23rd (12:15 and 4:30PM)**.  
(Attendance not required.)
Submit application (Qualtrics), submit essay & resume (CareerSpot) **AND** apply to posting (CareerSpot) **before 12PM (NOON), Fri., Nov. 1st.**

**NOVEMBER 2019**
If an interview is necessary, students will be notified.
Students matched are notified via email by **November 19th**.
**Mandatory** Orientations will be held **November 20th and 21st (12:15 and 4:30PM)** - **attend one**.
Hosts receive names and application materials of matched students.
Financial assistance applications due to Office of Alumni Relations in late November.  
(Pfenning Alumni Center)

**DECEMBER 2019**
Students contact hosts to discuss Externship details.
Submit call response form to the **Gateway Career Center** by **December 4th**.
Students are notified of financial assistance award by **mid-December** (date TBA).
Students and hosts continue communications.

**JANUARY 2020**
Externships take place during the **weeks of January 6th, 13th, and 20th**.
Students send **thank you letters** to hosts upon conclusion of the Externship.

**FEBRUARY 2020**
Financial assistance recipients submit receipts for reimbursement to Alumni Relations  
(Pfenning Alumni Center).
Students submit evaluations and copies of thank you letters to the **Gateway Career Center**.
Frequently Asked Questions (FAQs)

WHAT IS THE EXTERNSHIP PROGRAM?
The Lafayette College Alumni Association and the Gateway Career Center established the Externship Program in 1981 to help students make better informed career decisions. Students are given the opportunity to “shadow” an alumnus, parent, or friend of Lafayette throughout a typical workday. You may become involved with projects, attend meetings, or meet with other members of the organization. Most importantly, you can have your questions answered by someone with experience in a field you are considering as a possible career.

WHEN DO THE EXTERNSHIPS TAKE PLACE?
All Externships are scheduled during the first three full weeks of January break. For 2020, these are the weeks of January 6th, 13th, and 20th. Hosts specify which weeks they are available and the number of days the Externship will last. STUDENTS PARTICIPATING IN INTERIM OR SPRING 2020 STUDY ABROAD PROGRAMS MAY BE UNABLE TO PARTICIPATE IN EXTERNSHIPS IF TIMING OVERLAP EXISTS BETWEEN BOTH PROGRAMS. The Career Center recommends that students be available for TWO of the three weeks of the January Externship Program to allow for flexible scheduling should a host's availability change.

WHY PARTICIPATE?
The benefits that you receive from being a student Extern are invaluable. In addition to helping you consider career choices, you will gain opportunities for “INFORMATIONAL INTERVIEWING” and “NETWORKING.” Many Externship hosts have helped students find internships and jobs.

WHO ARE THE HOSTS?
Externship hosts are alumni, parents, and friends of Lafayette College. Hosts represent a wide variety of career areas, majors, and class years. Each description lists the host’s class year and major so you have a sense of their background. Parents are identified with the class year of their student. Friends of the college are also noted. There are also a limited number of hosts currently attending graduate or professional school willing to provide Externships. These opportunities will give you an inside look at what it is like to be a graduate student.

HOW WILL I GET TO AND FROM MY EXTERNSHIP?
You are responsible for all travel expenses, meals, and housing connected with the Externship. In some cases, Extern hosts provide housing. If your ability to cover travel costs is restricted, you may apply for financial assistance through grants provided by the Alumni Association. These grants help cover a portion of your traveling and housing expenses (maximum amount awarded is typically $300). Applications for financial assistance will be distributed during the Orientation Meeting after you have been matched with a host. Be aware that grants are awarded on a receipt reimbursement basis after the Externship is completed, so plan accordingly when making your Externship selections.
HOW CAN I APPLY FOR AN EXTERNSHIP?
Carefully read ALL Externship descriptions on the following pages, which are arranged by occupational group. Don’t limit yourself to one category. For example, if you are an art student, don’t look only within “Arts” because you may find an Externship in “Broadcasting/Entertainment” or “Communications” that is intriguing to you. The major of each alumni Externship host is listed so you can see the wide variety of career paths that exist for each major.

APPLICATION REQUIREMENTS
(Follow the detailed application procedures outlined on page 4 of this booklet):

1. Online Application (where you will select up to six Externship choices)
2. Resume (which will be forwarded to your host if you are matched with an Externship)
3. 500 word **original** essay that addresses your answers to the following questions:
   - Why are you interested in doing an Externship?
   - What do you hope to gain from the experience?
   - How do you plan to prepare for and make the most of your Externship?

**IMPORTANT:** Please respond to prompts within one cohesive 500 word essay, NOT a short answer format.

ESSAY MAY NOT CONTAIN ANY PORTIONS OF A PREVIOUSLY SUBMITTED ESSAY FOR THE PROGRAM IN PRIOR YEARS. This is considered a violation of Academic Integrity as defined in the Student Handbook.

Submit your application, essay, and resume by **FRIDAY, NOVEMBER 1st at 12pm (NOON).** You must complete all three steps. **DO NOT PROCRASTINATE.** In some cases, an interview will be necessary during the matching process. We will contact you for an interview, if necessary. Interviews will occur the week of November 4th.

WHAT HAPPENS NEXT?
By November 19th, you will receive an email indicating if you have been matched. Please note that we do our best to give you one of your top six choices. If you receive an Externship, you are **required** to attend one of the Orientation Meetings. Orientation Meetings will be held at **12:15PM and 4:30PM on WEDNESDAY, NOVEMBER 20th and THURSDAY, NOVEMBER 21st.** At this session, you will receive the name and contact information for your host, as well as valuable advice on how to make the most of your Externship.

Please note: Applying for an Externship means that you are making a commitment to this experience. **ONCE ASSIGNED TO AN EXTERNSHIP, PARTICIPATION IS MANDATORY.**

ADDITIONAL QUESTIONS?
✓ Call the Gateway Career Center (610-330-5115) or visit the Externship pages of the Career Center website at: [https://gateway.lafayette.edu/career-planning/externships/](https://gateway.lafayette.edu/career-planning/externships/).

REMEMBER: SUBMIT ALL APPLICATION MATERIALS ON OR BEFORE FRIDAY, NOVEMBER 1st AT 12PM (NOON). **IMPORTANT:** Applications missing any steps will be considered incomplete and therefore, will not be accepted.
Application Instructions

All students applying for the program MUST apply using this online procedure. The application process has THREE STEPS. ALL steps must be completed by 12pm (NOON) on Friday, November 1st, 2019. NO EXCEPTIONS. The details are outlined below.

STEP ONE: COMPLETE ONLINE FORM

A. You must apply for the Externship program through an online form available at http://bit.ly/studentextern20 (or https://lafayette.az1.qualtrics.com/jfe/form/SV_1TUHSjTa1bApqtf). This form asks for basic name and contact information, (up to) your top six Externship choices, and some additional demographic information (such as major and career interests).

B. Be aware that you will also be asked to disclose any disciplinary action you have faced while at Lafayette. Such action does not automatically prohibit you from participating in the program.

STEP TWO: COMPLETE CAREERSPOT PROFILES & UPLOAD DOCUMENTS

Access CareerSpot via the “Get Career Support” block found within your portal account (my.lafayette.edu).

A. The required fields of your CareerSpot account profiles (Academic, Personal) must be complete before applying. Just getting started with CareerSpot? Access our resources here: https://gateway.lafayette.edu/career-planning/careerspot/.

B. In order to apply, you must submit your resume and essay electronically. To do this, first upload them to your CareerSpot account. This can be done through the My Documents tab. Select Add New to upload your documents into the system. Using the Document Type selections, be sure to select Resume to upload your resume. Select Other Document when uploading your essay. It is recommended that you convert your documents to PDF files before uploading.

C. When uploading your resume and essay, please name them with your Lafayette username, class year, and document type as shown here:
   - For the resume: LAFAYETTE USERNAME and 21resume (for example, SMITHJ21resume)
   - For the essay: LAFAYETTE USERNAME and 21essay (for example, SMITHJ21essay)

   *please put your name on all pages of your essay*

   This prevents errors when the Gateway Career Center accesses the documents of all applicants.

   *NOTE: YOUR ESSAY MAY NOT CONTAIN ANY PORTION OF AN ESSAY SUBMITTED TO THE PROGRAM IN PRIOR YEARS. This is considered a violation of Academic Integrity as defined in the Student Handbook.

STEP THREE: APPLY TO POSTING & SUBMIT DOCUMENTS ON CAREERSPOT

A. To apply on CareerSpot, use the “Opportunities & Applications” tab, then select “Search” from the drop-down menu. Next, select “See All Jobs” just below the maroon-colored search button. From here, use the “Position Type” drop-down menu to select “Internship” and then click “Apply.” Now, type “Externship” in the search box above and click “Search.” Click on January 2020 Externship Program to access the posting.

B. Read the information provided in the posting. It will answer many of your questions about the Externship program. In the top-right corner, select the Apply button. This is where you will submit your already uploaded resume and essay. Follow the directions carefully and click on Submit to complete Step Three. Please note that the “Apply” button will not appear until you have uploaded the required documents into the CareerSpot system.

Since you may need to complete the required sections of your profile and/or need guidance with using CareerSpot, DO NOT WAIT UNTIL THE LAST DAY TO SUBMIT THESE DOCUMENTS. Due to the high volume of applicants, the Gateway Career Center cannot provide last-minute assistance.

IMPORTANT: Applications missing one of the steps will be considered incomplete and will not be accepted.

Questions? Contact the Gateway Career Center at 610-330-5115, or stop by 201 Hogg Hall, for assistance.
## Externship Categories

<table>
<thead>
<tr>
<th>Category</th>
<th>Page</th>
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<td>Arts (Administration, Interior Design, Theater)</td>
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<tr>
<td>Broadcasting/Entertainment/Journalism/Production</td>
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<td>Business/Consulting/Entrepreneurship/Real Estate/Sales</td>
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<tr>
<td>Chemistry/Chemicals</td>
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<td>Communications/Advertising/Marketing/Public Relations</td>
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<td>Construction &amp; Civil Engineering</td>
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<td>Data Analytics &amp; Data Science</td>
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<td>Education</td>
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<td>Emergency Management</td>
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<tr>
<td>Engineering – Other (Architecture, Defense, Electrical, Industrial, Theater)</td>
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<td>Environmental Conservation, Consulting, Protection, &amp; Engineering</td>
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<td>Event Planning &amp; Management</td>
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<td>Executive Search/Human Resources</td>
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<tr>
<td>Finance/Insurance/Investments/Accounting</td>
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<td>Government/Public/Community Relations &amp; Public Service (Government)</td>
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<td>Graduate/Professional School &amp; Research</td>
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<tr>
<td>Health Care/Dentistry/Medicine/Public Health/Veterinary Science</td>
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<td>Law &amp; Justice</td>
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<td>Manufacturing/Operations/Supply Chain</td>
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<td>Non-Profit Program &amp; Business Administration</td>
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<td>Psychology/Social Work/Human Services</td>
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<tr>
<td>Sports/Athletics</td>
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<tr>
<td>Technology (Consulting, Software, Start-Ups, Support)</td>
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<tr>
<td>Transportation (Administration, Engineering)</td>
<td>89</td>
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</table>

Many Externship opportunities represent more than one industry. Please do not limit yourself to a single category, but rather, search through each section for opportunities of interest to you.
## Externship Host Listing

### Arts (Administration, Interior Design, Theater)

### MA, Boston

<table>
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<th>#</th>
<th>Host</th>
<th>Organization</th>
<th>Industry</th>
</tr>
</thead>
<tbody>
<tr>
<td>1299</td>
<td>Community Engagement Manager</td>
<td>Boch Center</td>
<td>Psychology '08</td>
</tr>
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</table>

| **Description:** | Host manages the operations, communications, and external relationships for the Boch Center’s community program, ArtWeek (an award-winning, annual statewide festival in Massachusetts). This includes overseeing the communications/marketing plan, liaising with hundreds of community partners, managing the festival’s database, corresponding with the public relations team, and more. |

The upcoming 2020 festival runs May 1 - May 10, 2020. The externship will run during the week of Spring Break (March 16-20), giving the extern the opportunity to look at the fast-pace preparation one month prior to the festival, including: compiling lists for press pitches, finalizing all calendar details for the April 1 online launch, preparing printed materials for hundreds of event hosts and partners, and more.

Time-permitting, the extern will also have the chance to tour the historic Wang Theatre in downtown Boston and meet other team members that are a part of the Boch Center performing arts teams (marketing, development, theatre services, etc).

| **Special Requirements:** | Junior or Senior; NOTE: Externship will take place during Lafayette Spring Break (week of March 16-20, 2020). |

| **# of day(s):** | 2 | **Week(s) of March 16** | **Housing Available?** | No |

### NJ, Princeton Junction

<table>
<thead>
<tr>
<th>#</th>
<th>Host</th>
<th>Organization</th>
<th>Industry</th>
</tr>
</thead>
<tbody>
<tr>
<td>1201</td>
<td>Co-Producing Artistic Director</td>
<td>Pegasus Theatre Project</td>
<td>English '99</td>
</tr>
</tbody>
</table>

| **Description:** | Pegasus Theatre Company creates professional theatre in intimate spaces in central NJ. Our mission is to illuminate and elevate human experiences through courageous and imaginative storytelling. |

Externs will have the opportunity to observe the rehearsal process for our spring play. During rehearsals, students may get to observe table work, character development, early blocking, and other less tangible aspects of the rehearsal process. They will also be instrumental in assisting with various marketing and other administrative responsibilities connected with our educational programming.

With the exception of attending rehearsals, which mostly will be scheduled during evenings, the externs will not be required to work on their projects on-site.

| **Special Requirements:** | Students interested in acting, directing, producing, and/or arts administration or education. NOTE: Externship will take place during Lafayette Spring Break (week of March 16-20, 2020). |

| **# of day(s):** | 3 | **Week(s) of March 16** | **Housing Available?** | No |
NY, New York

# 1277 Marketing Associate & Gallery Assistant Mitchell-Innes & Nash
Art Gallery Art ’16

Description: Host's position covers a wide variety of gallery operations. Host oversees the marketing for Mitchell-Innes & Nash as well as daily administrative tasks. Host's marketing position includes management of the gallery’s website, all social media platforms, advertisements and any other outward facing programs. In addition to those tasks, host is the main event planner and coordinator for the gallery. As gallery assistant, host has years of experience with the inter-workings of a New York City art gallery. Host aids directors with sales and viewings, manages artist biographies, coordinates deliveries of gallery materials and interacts with clients and visitors each day.

The Extern will learn about the art world from an inside perspective. They will be able to gain experience using programs exclusive to galleries and museums and interact with visitors by observing front desk client interactions. The Extern will be able to participate in projects that will aid not only the host but the rest of the Mitchell-Innes & Nash team.

Special Requirements: Junior or senior with a strong interest in the Arts. Interest in contemporary art a plus.

# of day(s): 2 Week(s) of Jan 13 Housing Available? No

NY, Port Washington

# 1043 Owner/Principal Designer Christina Byers Design
Art/Economics ’98

Description: Host is the owner/principal designer of an Interior Design firm, designing residential and commercial spaces, and mainly focusing on local residential design; whether it is a whole-house or just an individual room. Various duties associated with owning a business include meeting with clients, administrative follow-up, creating storyboards and sourcing products, presenting ideas, ordering products, managing contractors and installers, and balancing the company's books.

The Externs will observe the realities of being your own boss and what types of skills are required to be successful in this type of environment, from the creative aspects to the business responsibilities: operating and managing workload, keeping home office separate from home life, managing and conceptualizing projects...from the initial meeting to completion. May include a trip to a local fabric and furniture showroom for a review of types of resources available to individual businesses. Discussions will include marketing, social media, bookkeeping, and photographing completed work.

Special Requirements: Applicants should have specific interest in art, interiors, a related creative industry, and/or in starting a business of their own.

# of day(s): 2 Week(s) of Jan 13, Jan 20 Housing Available? No
<table>
<thead>
<tr>
<th>#</th>
<th>Position</th>
<th>Organization</th>
<th>Description</th>
<th>Special Requirements</th>
<th># of day(s)</th>
<th>Week(s) of Jan</th>
<th>Housing Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1290</td>
<td>Video Producer</td>
<td>Mustache Agency</td>
<td>Host produces branded videos, including broadcast commercials and internet ads, at a soup-to-nuts creative content agency. Working with everything from beauty brands to streaming services, duties include working with creative teams to develop content that fits client needs, managing budgets, overseeing production crews, sourcing locations and serving as main client contact for all production needs. Additional duties include overseeing prop and wardrobe selection, casting, and managing equipment orders.</td>
<td>Student should have an interest in video production, advertising, and/or creative storytelling.</td>
<td>2</td>
<td>6, 13, 20</td>
<td>No</td>
</tr>
<tr>
<td>1051</td>
<td>Managing Editor, Producer, Reporter</td>
<td>CUNY TV</td>
<td>Host works as a reporter/producer at a television station in New York City. Day to day activities can include going on shoots outside of the office to interview different people about different subjects, coming back and looking at what’s been shot, and from that, writing a segment and supervising the edit session. Every day is completely different! If during the Externship there isn’t a scheduled shoot, host will assign Externs to a colleague with scheduled shoot.</td>
<td>An interest in pursuing a career in television; not necessarily just as a reporter, as host can provide exposure to other positions such as camera, editing, directing, etc.</td>
<td>5</td>
<td>13</td>
<td>No</td>
</tr>
<tr>
<td>1142</td>
<td>Director, Business Development</td>
<td>IFC Films - AMC Networks</td>
<td>Established in 2000 and based in New York City, IFC Films is a leading U.S. distributor of independent film, owned by AMC Networks. Some of the company’s successes over the years have included Weiner, Boyhood, Frances Ha, My Big Fat Greek Wedding, Y Tu Mama Tambien, Touching The Void, 4 Months, 3 Weeks And 2 Days, Che, Summer Hours, Antichrist, In The Loop, Joan Rivers: A Piece Of Work, Tiny Furniture, and Carlos.</td>
<td>Juniors and Seniors</td>
<td>1</td>
<td>13</td>
<td>No</td>
</tr>
</tbody>
</table>
### PA, Bethlehem

<table>
<thead>
<tr>
<th>#</th>
<th>Reporting/Production/Research &amp; More</th>
<th>PBS39/WLVT</th>
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<tr>
<td>650</td>
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<td>Friend</td>
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**Description:** Students will have the opportunity to work with PBS39’s Emmy Award-winning team, which may include, but is not limited to:
- Observing and assisting reporters and videographers on field and studio shoots
- Logging video
- Operating TelePrompter
- Assisting with interview or production set-up and break down
- Assisting producers with the research of assigned topics
- Observing editing
- Observing videography/other various technical skills

**Special Requirements:** Juniors or Seniors with an interest in television production, producing, journalism, and/or communications.

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

### PA, Easton

<table>
<thead>
<tr>
<th>#</th>
<th>Managing Director</th>
<th>Lou Reda Productions</th>
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<tbody>
<tr>
<td>819</td>
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<td>Friend</td>
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</table>

**Description:** Lou Reda Productions is a full-scale television production company with offices located in Easton, PA and New York City.

Lou Reda, the company’s founder, first made a national name for himself in 1982 when he executive produced the CBS miniseries The Blue and Gray (starring Gregory Peck as Abraham Lincoln). Over the next 30 years, the company produced more than 500 hours of programming for US and international television networks, garnering immense praise in the form of a People’s Choice Award, a Peabody Award and eight Emmy nominations (including one win). Among the company’s recent productions are the event television series WWII in HD (narrated by Gary Sinise) and Vietnam in HD (narrated by Michael C. Hall), produced for History and Brothers In War (narrated by Charlie Sheen), produced for National Geographic.

Externs will observe the process of developing and producing television series/shows.

**# of day(s):** 1  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**CT, Hartford**

**# 1141 President SMC Partners, LLC**

**Description:** Host's 70-person organization provides management consulting and information systems development for healthcare and social services clients. Through this experience, the extern will gain exposure to the basics of project management, process analysis, requirements for gathering and information systems development, professional management consulting, and what business analysts, technical analysts, and developers do.

**Special Requirements:** Juniors with interpersonal, communication, and analytical skills and interest in management consulting. US Citizenship and ability to drive to externship required.

**# of day(s):** 4  
Week(s) of Jan 6, Jan 13, Jan 20  
**Housing Available?** No

**MD, Kensington**

**# 1271 President Kensington Sales Group LLC**

**Description:** Kensington Sales Group clients enjoy the benefits of an inside sales team generating high volumes of qualified leads to fill sales pipelines without the long-term commitment and high costs of salaries, benefits, training and management of employees.

Externs will get first-hand business development and sales experience working alongside seasoned company executives. They will gain exposure to professionals in software systems, marketing outreach and client services. The company President and Vice President will work directly with Extern coaching and supporting their development.

**# of day(s):** 5  
Week(s) of Jan 6, Jan 13, Jan 20  
**Housing Available?** No

**NC, Mooresville**

**# 1258 Staff Internal Auditor Lowe's Home Companies (Lowe's)**

**Description:** Host is a member of the internal audit department at a Fortune 40 company. Audit is defined as an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. The internal audit activity helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. Host's department focuses primarily on consulting and operational audits. Many of the audits the host has worked on are "in-flight" which means that a process or function is evaluated as they continually operate for the business. Since Lowe's is across North America, the host has traveled to stores all over the US as well as visited the Canadian office. The host also works with the sustainability team in his free time to promote sustainable efforts across the entire enterprise.

The Extern will learn about auditing as a field and how this function is necessary for all companies when running multiple functions at once. Audit allows a person to understand many business functions quickly and build up their internal network to grow within the business. In addition, the extern will get to learn about opportunities within companies to do other duties outside of their "day-job". Working with the sustainability department has afforded the host opportunities to learn project management skills that will help him in his current role.

**Special Requirements:** Student with interest in accounting, finance, engineering, operations, and/or business management.

**# of day(s):** 5  
Week(s) of Jan 6, Jan 13  
**Housing Available?** Yes
<table>
<thead>
<tr>
<th>#</th>
<th>Title</th>
<th>Company</th>
<th>Description</th>
<th>Special Requirements</th>
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<tr>
<td>1252</td>
<td>Vice President Country Classics</td>
<td>Economics &amp; Business '85</td>
<td>Host’s firm is a real estate development company. Students will spend time with the following departments: Sales, Finance/Accounting, Construction, Marketing and Management. As part of the externship, students will:</td>
<td>Student should have an interest in real estate.</td>
</tr>
<tr>
<td></td>
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<td>- Attend weekly project meetings, learning milestones and critical path processes.</td>
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<td></td>
<td>- Sit with the comptroller and learn an overview of financial reporting, budgeting/forecasting and project acquisition criteria.</td>
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<td></td>
<td>- Sit with marketing coordinator and review: leads, reporting and different methods of outreach, especially using the internet.</td>
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<td>- Sit with the sales manager to review and understand the buying process and how each step in the process flows through the organization and the members it involves along the way.</td>
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<td>- Sit with the construction manager to layout the entire construction process, focusing on the checkpoints, schedules, permitting, safety and inspection processes it takes to build a home.</td>
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<thead>
<tr>
<th>#</th>
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<th>Description</th>
<th>Special Requirements</th>
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<tr>
<td>1044</td>
<td>Vice President and Chief Procurement Officer Medical Devices &amp; Business Services Procurement</td>
<td>Johnson &amp; Johnson Parent '19</td>
<td>Caring for the world, one person at a time, inspires and unites the people of Johnson &amp; Johnson. We embrace innovation—bringing ideas, products and services to life to advance the health and well-being of people around the world. We believe in collaboration, and that has led to breakthrough after breakthrough, from medical miracles that have changed lives, to the simple consumer products that make every day a little better. Our over 125,000 employees in 60 countries are united in a common mission: To help people everywhere live longer, healthier, happier lives. At Johnson &amp; Johnson, we believe in the value of strong working relationships with our suppliers. We expect all Johnson &amp; Johnson suppliers to provide quality goods and services at a fair price. We believe in the importance of collaborative relationships to help us identify innovative new approaches that can help us build and grow our mutual businesses. Most of all, we expect all suppliers to behave ethically and to uphold Our Credo values. The host is the Vice-President of Marketing &amp; Business Services which is part of Johnson &amp; Johnson global Procurement. The team manages over $13 billion in spend supporting Marketing, Corporate Services, HR Services, IT, and Fleet/Travel/Meetings. The Extern will gain exposure to procurement objectives including Supplier Diversity, Sustainability, and Innovation.</td>
<td>This Externship is a great opportunity for economics/finance students to explore a career opportunity in Procurement in the Pharmaceutical, Medical Devices, and Consumer industries.</td>
</tr>
</tbody>
</table>
### NY, New York

<table>
<thead>
<tr>
<th>#</th>
<th>Program Manager</th>
<th>Ellevate Network</th>
</tr>
</thead>
<tbody>
<tr>
<td>1235</td>
<td>Product Development</td>
<td>English '12</td>
</tr>
</tbody>
</table>

**Description:** Ellevate Network is a global professional women’s network, made up of women who are committed to elevating each other through education, inspiration, and opportunity. Our mission is to achieve equality in the workplace by providing women with a community to lean on and learn from. Ellevate also works with companies in the corporate world that are committed to gender diversity, and has a proven track record of changing business culture from the inside out. This externship will provide student(s) the opportunity to shadow and learn from professionals in marketing, communications, product development, and business development. Ellevate Network is a start-up culture and the student will have access to learn directly from all colleagues at the organization, including the CEO.

**Special Requirements:** Junior or Senior with interest in equality and social justice issues. Students who are collaborative with an analytical mindset. MUST HAVE SCHEDULING FLEXIBILITY.

**# of day(s):** 2  
**Week(s) of Jan 20**  
**Housing Available?** No

### NY, New York

<table>
<thead>
<tr>
<th>#</th>
<th>Business Advisory Consultant</th>
<th>Ernst &amp; Young</th>
</tr>
</thead>
<tbody>
<tr>
<td>1286</td>
<td>Advisory</td>
<td>Economics '18</td>
</tr>
</tbody>
</table>

**Description:** Host works in advisory at EY in their Business Advisory Program which is a two year program allowing individuals to explore different areas of interest before choosing one. Day to day includes meeting with engagement team to update on progression of deliverables, work with offshore team to ensure necessary information is compiled, and working individually to complete necessary tasks. Currently the host is staffed on an internal consulting project, however, that may change prior to the January 2020 time-frame.

The extern will learn about the daily tasks of an entry level consultant, what projects are structured like and the demands of someone at the entry level. Also, the extern will be able to sit in on meetings.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

### NY, New York

<table>
<thead>
<tr>
<th>#</th>
<th>Senior Consultant</th>
<th>FTI Consulting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1285</td>
<td>Retail &amp; Consumer Products</td>
<td>Economics &amp; Business '14</td>
</tr>
</tbody>
</table>

**Description:** Host works within FTI’s Retail & Consumer Products practice. FTI Consulting is a Management Consulting firm advising clients across a wide-range of disciplines. Host works directly with clients, on a wide-range of projects, primarily focused in the following areas: acquisitions, analyzing sales performance across a variety of factors, store labor and footprint, cost savings initiatives and retail bankruptcies.

The Extern will learn more about the consulting industry, especially the type of work done by FTI. Extern will have the opportunity to meet with several team-members from Retail and "deep dive" on the type of project work that the Retail team typically does. Additionally, the selected Extern will have the opportunity to work on and present a small project meant to replicate some of the work completed by the FTI Retail team.

**Special Requirements:** Externship will take place on a Friday due to host’s travel schedule.

**# of day(s):** 1  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
LinkedIn

Description: LinkedIn is the global organization focused on creating economic opportunity for every member of the workforce. On our learning solutions team we focus on making employees more productive and successful by providing professional development opportunities on our online platform, LinkedIn Learning. If you are interested in seeing the inside of a leading technology company, learning more about sales, and working out of the Empire State Building for a day this a great opportunity for you.

Special Requirements: Externs will have to sign a Non-Disclosure Agreement (NDA) to participate in the program.

Tinybeans

Description: Tinybeans came from an idea Stephen O'Young, our founder and CTO had 8 years ago. His oldest child was 3 years old and he was concerned about his son’s delayed speech. Being a tech geek he decided to develop a website (mobile apps weren’t around back then!) that allowed parents to record their children’s milestones then see their progress as a dashboard.

This was how the very first version of Tinybeans was born – just one of the many side projects he used to code on his train-rides to and from work. Then in 2010, his third child was due and he wanted to do something special for him. So he did what every geek dad would do – he wrote him a mobile app. The app was quite simple – it allowed him to take a photo of him each day and the photo would automatically upload to a calendar online. It was really intended as a tool for himself as a “lazy parent”.

Today with over 3.5 million members in over 200 countries/territories (including celebrities, politicians, and high-profile families) and a 5-star review in the App Store, Tinybeans is on a mission to provide a safe and private way for parents to stay connected, capture, and share their most precious moments with family and friends.

Extern will be able to explore how a successful startup operates through various functions on our team: Product Management, Product Design, Marketing, People Success, Digital Advertising, Customer Support, Social Media, Marketing, Sales, and Engineering.

*Externship made possible by the generosity of 2008 Art Major who works as the Director, Ad Operations & Programmatic Strategy at Tinybeans.

Special Requirements: Externs should possess basic computer skills.

NY, New York

# 1158 Account Executive Learning Solutions
LinkedIn
American Studies '12

NY, New York

# 1282 Multiple Roles Tinybeans
Multiple Departments Friend

# of day(s): 1 Week(s) of Jan 13, Jan 20 Housing Available? No

# of day(s): 4 Week(s) of Jan 6 Housing Available? No
NY, Woodbury

# 780  Chief Strategy Officer  Clever Devices

Description: As Chief Strategy Officer in a rapidly growing technology company, the host has ultimate responsibility for pricing and establishing margins for all goods and services whether it is a $600 modem, or a $30 million deployment involving hardware, software and deployment labor. Host evaluates all new business opportunities, sets up new businesses both domestically and internationally, leads all mergers and acquisitions, and sets pricing for all new products and services. Host has developed expertise in tax, legal, and accounting issues for all areas where we are doing or plan to do business. The host also heads up the pricing and proposal groups. To acquire new business we must respond to Requests For Proposals (RFPs) from transit agencies looking to purchase new technology. The proposal team is responsible for articulating how and why our technology best meets the customer’s needs, and the pricing group is responsible for pricing the solution being proposed.

The Extern will see first-hand how the theories learned in economics, finance and accounting classes are used outside of Lafayette. They will observe pricing meetings, and witness the wide array of financial and strategic issues that arise within a technology company with more than 500 employees and $100 million in sales.

Special Requirements: Sophomore or Junior

# of day(s): 2  Week(s) of Jan 13, Jan 20  Housing Available? No

PA, Allentown

# 344  CEO & Founder  FMI

Description: Host company helps businesses bring their skin care, hair care, personal care, home care, and fragrance products to market quickly and hassle free. Products manufactured include creams, lotions, body sprays, hand gels, shampoos, sunscreens, etc. which are sold in retailers around the world. A few of these are Sephora, Ulta, HSN, CVS, Walmart and Walgreen’s. FMI develops formulas for these products in conjunction with customers, purchases the raw materials, makes the product and then fills into jars, tubes and bottles.

Externs will spend some time in each functional area of the business (production, quality control, product development, sales, accounting and management).

Special Requirements: This externship should be particularly beneficial to students interested in sales, marketing, chemistry or production management.

# of day(s): 3  Week(s) of Jan 6, Jan 13  Housing Available? No
### PA, Conshohocken

**# 1060 Multiple Roles**

**Suvoda**  
Neuroscience/Policy Studies '15

**Description:**  
Juniors & Seniors – Do you want to be part of a fast-growing organization that focuses on career growth and development? Are you interested in using the power of technology to help bring life-saving therapies to patients? Apply to our Externship to experience life at Suvoda and learn more about our full-time opportunities!

Does the following excite you?  
- Spending your days solving problems and presenting solutions to clients  
- Constantly learning in a fast-paced and dynamic environment  
- Being part of a collaborative, cross-functional team  
- Joining a start class of new hires with similar backgrounds  
- Attending a two-week training session to feel fully equipped for your new role  
- Liberal paid time-off, flexible schedules, volunteer time-off, free catered lunch Monday-Thursday, team-building events and happy hours

If so, then we encourage you to apply to be an Extern with Suvoda! As an Extern, you will learn about the pharmaceutical and biotech industry, our software, company culture, what it is like to be a part of a fast growing tech company, and the day-to-day activities of an Associate Project Manager (APM). Your two days will be filled with panels of Lafayette alumni and our cross functional teams, lecture and seminar discussions, and a design thinking training/small project.

About Suvoda: We work with pharmaceutical and biotechnology clients to help develop software that is used in complex clinical trials. Suvoda was recently named one of Philadelphia’s Best Places to Work, 2019 Inc. Best Workplaces, and has direct ties to Lafayette as two of our co-founders are alumni! Your host is a 2015 Lafayette graduate who started as an APM and has been a Design Consultant, Project Manager, Manager Services Delivery, and now works as a People Strategy Consultant.

**Special Requirements:**  
Seniors preferred; juniors may be considered. No background in software required. During this externship, we will also review the application process for our summer 2020 start classes!

**# of day(s):** 2  
Week(s) of Jan 6, Jan 13  
Housing Available? No

### PA, Philadelphia

**# 1260 Senior Vice President, Complex Programs**

**Comcast Corporation**  
Comcast Business Services  
Parent '22

**Description:**  
Comcast Business is a division within Comcast Corporation that provides services to businesses. It does approximately $8B/yr. Host is an executive in this group and runs a "Complex Solutions" team. Host has had a wide range of responsibilities, including: Complex-deal lead, such as the proposed Time Warner merger, the DNC Convention, and numerous venue/entertainment partnerships, including the Atlanta Braves and other sports and entertainment programs.

During this externship, host will arrange for the extern to meet with executives from the engineering and business departments from both the residential and the business divisions, giving externs an exposure to the myriad parts of the Comcast factory. Student will also shadow host and witness the day-day process by which we sort though deals, make decisions, and build out solutions.

Host has been with for Comcast 24 years and is well prepared to expose the extern to a number of interesting people and parts of the company.

**Special Requirements:**  
Curiosity and an expectation to have fun are required!

**# of day(s):** 3  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No
Description: Nearly one in two households in the U.S. struggles to handle an unexpected expense of $400 or more. When it comes to managing household expenses, things like a broken appliance or a growing family can be financially burdensome. We are a collaborative team of creative problem-solvers on a mission to make life's purchases more accessible and affordable. Located in the heart of vibrant Philadelphia, we are building a FinTech-enabled e-commerce marketplace that combines quality brands with sensible financing to improve the lives of our neighbors and communities. This externship will give the student exposure to Perpay’s various teams and departments, including but not limited to Operations, Business Development, and Marketing.

Special Requirements: Junior or Senior with interest in entrepreneurship, technology, risk analysis, and/or banking.

# of day(s): 4  Week(s) of January 13, January 20  Housing Available? No
**NY, Suffern**

- **# 1287 Chemist I**
  - **Avon Products, Inc.**
  - **Analytical**
  - **Chemistry '14**

**Description:** Host works in the analytical department at Avon’s Global Innovation Center. Responsibilities can vary greatly, including anything from problem solving during the product development process to high throughput testing for establishment of raw and finished ingredient specifications, evaluation of materials, and drug stability. Host also contributes to work on exploratory upstream projects and scouting of new technologies.

The Extern will learn about many career possibilities within the greater Research and Development structure including but not limited to analytical, product development, process engineering, regulatory operations, and patent law. The Extern will have the opportunity to meet with a representative from each team, take a tour of their lab area, learn about their day to day responsibilities, and hear more about how they got started in their field.

**# of day(s):** 2  
**Week(s) of Jan 6**  
**Housing Available?** No

**PA, Trexlertown**

- **# 1249 VP, Global Process Research**
  - **Evonik Corporation**
  - **Allentown Technology Center**
  - **Friend**

**Description:** The nature of the work at the Evonik Allentown Technical Center is to perform research and development of new products via safe, economical and robust manufacturing processes and to develop new process technology to drive business growth and productivity. There are various business teams located at the site focusing on key segments in the Coatings, Automotive and Construction Product markets.

Students will observe and learn about organic synthesis to deliver new molecule building blocks, experimental techniques to evaluate product performance in target customer applications, and chemical engineering fundamentals applied to product scale-up and technology transfer from the lab to commercial manufacturing. The site has 225 employees with multiple lab facilities including an operating pilot plant.

**Special Requirements:** Interest in chemical research or engineering. Some hands-on laboratory experience. Completion of some course work in organic chemistry.

**# of day(s):** 3  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** No
### MA, Acton

**# 1308** Marketing and Analytics Associate  
The Brookside Group, Inc.
Mathematics & Economics ’19

**Description:** The host oversees the marketing efforts of this consulting group. This includes email marketing, website maintenance, and social media postings. These are relatively new marketing efforts, so there are opportunities for new ideas and creative thinking. The host also works on analytical projects for the company’s clients. This includes brand studies, customer experience data, and more.

The Extern will have the opportunity to explore both marketing and analytics paths and work on the one that interests them most. They will also have the opportunity to talk to other employees and learn about the different roles within a small consulting firm if they so choose.

**Special Requirements:** Students who are flexible and those willing to be creative and think outside the box; this position requires left and right brain use! We won’t know exactly what projects we will be working on in January so an open mind is beneficial.

**# of day(s):** 3  
**Week(s) of:** Jan 6, Jan 13  
**Housing Available?** No

### MD, Gaithersburg

**# 678** Associate Director, Promotional Regulatory Affairs, Infectious Disease Franchise  
AstraZeneca

**Description:** Have you ever seen a commercial or magazine advertisement for a drug? Ever wonder how they were created? In this Externship you’ll learn how promotional drug advertising is created, reviewed, and implemented with respect to Promotional Regulatory Affairs across a broad range of therapeutic areas, with an emphasis on oncology. You will learn about FDA guidance for drug promotion and about current topics in Promotional Regulatory Affairs, including guidelines for social media marketing. This is the perfect Externship for a student with a strong science background who is looking to learn more about non-research careers in industry.

**Special Requirements:** Recommended for students who are interested in science who are interested in pursuing non-research careers in industry. *NOTE: Housing is available, but may not be suitable for students allergic to cats.

**# of day(s):** 3  
**Week(s) of:** Jan 13, Jan 20  
**Housing Available?** Yes

### NJ, Jersey City

**# 1297** Account Manager  
Forbes Media

**Description:** Forbes Media is a global media, branding and technology company, with a focus on news and information about business, investing, technology, entrepreneurship, leadership and affluent lifestyles. At Forbes, we champion success by celebrating those who have made it, and those who aspire to make it. We provide our audience of influential leaders, high-net-worth-individuals, tastemakers, business decision makers and millennials with critical business insight and unparalleled access to the world’s most powerful people.

Host manages key advertising accounts across digital, print, insights, social, and live events. Externs will have the opportunity to learn more about media as well as meet some of the key decision makers at a premier publisher.

**Special Requirements:** Junior or Senior

**# of day(s):** 2  
**Week(s) of:** Jan 20  
**Housing Available?** No
**NY, New York**

**# 945**  
VP, Management Director  
Area 23  
Account Management  
Russian and East European Studies '08  

**Description:** Host manages account team and provides direction to design teams on a Novartis Retina drug at a leading advertising agency. Duties include strategic planning for launching and maintaining market of the drug, message development, creative conceping, and tactical execution. Additional duties include managing budgets and staffing plans and pitching for new business.

Extern will learn about healthcare advertising. Specifically, working with large pharmaceutical companies on downstream marketing for non-personal (digital and print) and personal (sales force and medical education) promotion. Host works on account management but will introduce the extern to project management, copy writing, art and design as well as understanding the healthcare landscape and tactical execution within the healthcare market. Extern will learn about advertising processes that will set him or her up for success when looking for a job in a creative and exciting industry!

**Special Requirements:** Senior with interest in advertising and marketing, creative writing; science (biology/health science) background a plus.

- **# of day(s):** 2  
- **Week(s) of Jan 6, Jan 13**  
- **Housing Available?** No

**NY, New York**

**# 191**  
President & Creative Director  
Base Beauty Creative Agency  
Government & Law '97  

**Description:** Host owns Base Beauty Creative Agency, a full service agency dedicated to the beauty industry. Students will learn how BBCA creates branding campaigns and omni-channel programs to launch products, re-launch brands and build relationships with customers. Students will learn about the key agency disciplines, such as Social Media Marketing, Art Direction, Graphic Design, Copywriting, and Account Management. Students will be briefed on a mock client assignment and work as a team to develop creative solutions, a process that simulates a typical work day at BBCA. Externship day will culminate in students presenting their ideas to agency leadership for feedback.

**Special Requirements:** Students interested in art, design, beauty or fashion. Should be clever, creative, a good communicator and open-minded. Externship is expected to take place Wednesday, January 15, 2020.

- **# of day(s):** 1  
- **Week(s) of Jan 13**  
- **Housing Available?** No

**NY, New York**

**# 236**  
Director of Global Advertising & Social Media  
CFA Institute  
Government & Law '86  

**Description:** Host heads up the advertising efforts for this membership/credentialing organization that manages the CFA (Chartered Financial Analyst) designation. Externs will join meetings with members of various departments across the organization.

**Special Requirements:** Host anticipates externship taking place on Tuesday, January 21st to allow externs to also attend the New York Networking reception that evening.

- **# of day(s):** 1  
- **Week(s) of Jan 20**  
- **Housing Available?** Yes
**NY, New York**

**# 696 Editorial Director**
Design-Calendar.com

**Description:** Design-Calendar is an interactive website, blog and calendar focused on design-related events, including everything from product launches to parties to trade shows. Our editorial staff consists of 12 in-house and contributing bloggers. Students will be able to experience the interactive world of digital/social media. He/she will attend local events with our editorial staff, write blog/social post updates and contribute to monthly e-newsletter.

**Special Requirements:** Student who possesses strong written and verbal communication skills, and experience with WordPress, Facebook, Twitter, and is internet savvy.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**NY, New York**

**# 335 Senior Vice President**
FOX Corp.

**Description:** Host sells to advertisers on-air and digital partnerships across FOX Networks Group properties, including FOX, FOX Sports, FX Networks, National Geographic Channel Networks, as well as the digital sites that go with the TV networks.

**Special Requirements:** Extern should have availability the entire week of Jan. 13th to allow for flexible scheduling with host and other externs.

**# of day(s):** 2  
**Week(s) of Jan 13**  
**Housing Available?** No

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**NY, New York**

**# 320 Senior Vice President**
Novita Communications

**Description:** Experience first-hand what it is like to work at a boutique public relations agency that is specialized in the design/architecture industry. Learn about the operations of a small business and observe daily interactions with clients and editors. Respond to print and digital editorial inquiries, prepare content for social media and assist with the production of press materials.

**Special Requirements:** Interest in design/architecture. Good phone and writing skills.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**PA, Philadelphia**

**# 333 President & CEO**
Tierney Communications

**Description:** Extern will be exposed to all departments within a full-service advertising agency which include account management, creative, media, strategic planning, and public relations.

**Special Requirements:** Interest in advertising or public relations.

**# of day(s):** 3  
**Week(s) of Jan 13**  
**Housing Available?** No
**Construction & Civil Engineering**

* **MULTIPLE LOCATIONS AVAILABLE** *

<table>
<thead>
<tr>
<th>#</th>
<th>Engineering Professionals</th>
<th>T&amp;M Associates</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>1128</td>
<td>Human Resources</td>
<td>Friend</td>
<td>T&amp;M Associates, a full-service consulting, environmental, engineering and construction management company, is proud of our client partnerships, innovative projects, teamwork, growth and community service. Headquartered in Middletown, NJ, the company is consistently recognized by national and local trade organizations for project excellence, including ranking in the top half of Engineering News Record’s list of the Top 500 Design Firms in the United States. T&amp;M’s tagline, “Your Goals. Our Mission,” encapsulates its commitment to develop effective, creative and timely strategies and solutions to achieve its public and private clients’ business objectives. T&amp;M employs a team of 400 business and technical professionals that are located in offices in New Jersey, Pennsylvania and the Midwest. We are excited to host an externship in one of our New Jersey or Pennsylvania offices, to give an engineering student an inside look at an engineering consulting firm. We will determine the interests of the student and partner them with a mentor that will take them through the various roles of an engineer. This will include bidding and proposals, designing, field work, construction and inspection, to name a few! The T&amp;M framework supports a variety of engineering fields, including civil, transportation, electrical, mechanical and water resources, so any interested majors can apply!</td>
</tr>
<tr>
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<td>Special Requirements: Junior or Senior engineering majors. Any technical skills, including design with AutoCAD, will deepen the student’s ability to learn in the externship.</td>
</tr>
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**CO, Denver**

<table>
<thead>
<tr>
<th>#</th>
<th>Superintendent</th>
<th>Turner Construction</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>1269</td>
<td></td>
<td>Economics '14</td>
<td>Host will coordinate Externship opportunities for Lafayette students interested in Construction Management. A variety of areas will be discussed including Business Development, Design Management, Construction Operations and Site Management. Turner Construction Externships are available in Boston, Denver, New Jersey, New York City, and Philadelphia. Please see each individual listing for the externship ID#.</td>
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<td></td>
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<td></td>
<td>Special Requirements: Sophomores who are interested in an exposure to construction AND majoring in Engineering Studies, Civil Engineering, or Mechanical Engineering. Juniors in these majors may also be considered.</td>
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</tbody>
</table>
### CT, Greenwich

<table>
<thead>
<tr>
<th># 1278</th>
<th>Founder/Principal</th>
<th>Soundview Construction Advisors</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Founder/Principal</td>
<td>Civil &amp; Environmental Engineering '88</td>
</tr>
</tbody>
</table>

**Description:** Host provides advisory services and project management oversight for private clients, institutions and select hospitality companies that plan and execute high-quality construction projects. Visit [www.soundviewca.com](http://www.soundviewca.com) to gain a comprehensive description of what the firm does at each phase of the project.

The Extern will be exposed to architect and other design consultant drawings, construction drawings and specifications, cash flow projections, budgets and scheduling tools. The Extern will also be sitting in on project calls - with client prior approval - and able to visit various project sites.

Host's organization is a small office and project tasks and day to day activities are very fluid so it's hard to predict exactly what will be going on - it could be a "regular" day or a day filled with problem-solving and last-minute site visits.

Externship will take place Tuesday/Wednesday or Wednesday/Thursday of either available week.

**Special Requirements:** Junior or Senior with interest in architecture, engineering, or construction; interest in business strategy to help frame and implement solutions with parties of varying and sometimes divergent interests; experience with Excel, Word, and Project a plus.

**# of day(s):** 2 Week(s) of Jan 6, Jan 13  

### MA, Boston

<table>
<thead>
<tr>
<th># 937</th>
<th>Superintendent</th>
<th>Turner Construction Company</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Superintendent</td>
<td>Economics '14</td>
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</tbody>
</table>

**Description:** Host will coordinate Externship opportunities for Lafayette students interested in Construction Management. A variety of areas will be discussed including Business Development, Design Management, Construction Operations and Site Management.

Turner Construction Externships are available in Boston, Denver, New Jersey, New York City, and Philadelphia. Please see each individual listing for the externship ID#.

Students must have flexibility to schedule externship with one other student during the same program week.

**Special Requirements:** Sophomores who are interested in an exposure to construction AND majoring in Engineering Studies, Civil Engineering, or Mechanical Engineering. Juniors in these majors may also be considered. Externship will take place January 14-16.

**# of day(s):** 3 Week(s) of Jan 6, Jan 13, Jan 20  

**Housing Available?** No
### MA, Waltham

**# 883**  
**Project Manager**  
**Commodore Builders**  
**Project Management/Operations**  
**Engineering**  
**Description:** Commodore Builders is a mid-size construction management firm based in Boston, which is growing and fiercely focused on the needs of their clients. Consistently voted one of the “Best Places to Work” in the Boston area, Commodore Builders specializes in tenant interior and large scale commercial construction projects. Host responsibilities include overseeing and coordinating subcontractors, reviewing and processing all submittals and RFI’s as well as maintaining all project meeting minutes and assisting with day to day field operations on the project site.

The Extern will have the opportunity to visit a project site and witness onsite coordination between subcontractors and the daily operations it takes to run a job, as well as visit the safety/estimating/MEP departments to gain further knowledge into the daily workings of a successful commercial construction management firm.

**Special Requirements:**  
Junior or Senior with a strong interest in construction management (not design) and the ability to communicate effectively with clients, architects, and engineers.

**# of day(s):** 2  
**Week(s):** Jan 6, Jan 13, Jan 20  
**Housing Available:** No

### MD, Bethesda

**# 1274**  
**Engineer**  
**Clark Construction Group**  
**On Site**  
**Engineering**  
**Description:** Host works for a nationally ranked general contractor in the Mid-Atlantic region, and is currently working on-site building a hospital for the University of Maryland Medical Group. This hospital will include imaging services, lab space, diagnostic and treatment services, medical oncology, and pharmacy spaces. The team will construct a patient care tower with 205 beds and a mix of medical spaces including ICU, NICU, and Behavioral Health spaces. It will serve as a vital asset to assist with successfully recruiting physicians of many specialties to the region to provide high quality, clinically advanced medical care. Host's main responsibilities include overseeing completion of the buildings' exteriors, water mitigation, and field engineering.

This would be a good opportunity for the extern to learn about the basic functions of a general contractor in construction. They will get valuable, hands-on experience working in a fast pace work environment and learn how to solve issues that come up on a day-to-day basis. In addition, the extern will observe how a construction management team interacts with the owner, architect, and various subcontractors on a daily basis.

**Special Requirements:**  
Interest in construction.

**# of day(s):** 3  
**Week(s):** Jan 6, Jan 13, Jan 20  
**Housing Available:** No

### MD, Bethesda

**# 228**  
**Vice President**  
**Clark Construction Group, LLC**  
**Operations**  
**Mechanical Engineering**  
**Description:** Clark Construction has externship opportunities at the UMCRCMC hospital we are constructing in Upper Marlboro, MD. Participants will be exposed to field and office operations for a large commercial construction project. Ongoing work in January will include MEP rough-in, medical equipment installation, interior fit-out and sitework. Students will assist with reviewing submittals and RFI’s, perform quality checks in the field and attend coordination meetings.

**Special Requirements:** Engineering majors. Students should be potentially interested in a career in large scale construction. Students must have their own hard sole footwear (construction boots). All other safety gear will be provided.

**# of day(s):** 3  
**Week(s):** Jan 6, Jan 13, Jan 20  
**Housing Available:** No
**NJ, Eatontown**

# 1206  Director of Land Development  Partner Engineering and Science, Inc.

Civil & Environmental Engineering '84

**Description:** Partner Engineering and Science, Inc (PARTNER) is a full-service engineering, environmental and energy consulting and design firm with about 40 offices in the US, Canada, Mexico and Europe. Our multidisciplinary approach allows us to serve clients at all stages from initial due diligence and design to development and construction, as well as the ongoing maintenance and optimization of a real estate asset. Our East Coast headquarters is located in Eatontown, NJ, where we provide all services, including land development. Our development clients are primarily private developers with residential, commercial and industrial projects. We are involved in all aspects of the land development process, from due diligence and feasibility studies, through site design, regulatory permitting and construction. We are a key team member and collaborate with numerous outside consultants, including architects, attorneys and other engineers. Projects range from small office building expansions to 1000+ unit residential subdivisions and million square foot warehouses. Specific site design elements include site layout, grading, stormwater management and utility design.

The student will have the opportunity to see how the site development process evolves on several projects that are active at the time of the externship. It will be "hands-on" --- the student will be able to sit at a computer and see how the site design progresses for a project. They will see how to evaluate whether a site is feasible for development, based upon constraints such as zoning and site conditions. They will perform some basic design, such as geometry for site layout, site grading to reshape the ground surface and drainage calculations for stormwater management. We will take them on a "tour" of the permit and approval process, including local, regional and state-level regulatory agencies. Overall, they will learn the complexities of the land development process from the perspective of the "site" civil engineer.

**Special Requirements:** Junior or Senior with basic Autocad skills, basic computer skills (Word, Excel, PowerPoint), and interest in land development. Beneficial courses include those related to surveying, hydrology, and geology.

# of day(s): 3  Week(s) of Jan 6, Jan 13, Jan 20  Housing Available? No

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**NJ, Englewood**

# 1295  President  VRH Construction

Parent '22

**Description:** VRH is the only company in the northeast that specializes in aviation construction. Built on a legacy of more than a half a century of innovative approaches to problem solving for our clients, VRH has successfully provided thousands of aviation construction solutions with proven results in the northeastern United States.

The Extern will enhance their academic pursuits in Construction Management or Engineering by observing and gaining exposure in various construction phases.

**Special Requirements:** Basic academic knowledge in construction disciplines helpful.

# of day(s): 2  Week(s) of Jan 6  Housing Available? No
**NJ, Somerset**

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Position</th>
<th>Company</th>
<th>Economics '14</th>
</tr>
</thead>
<tbody>
<tr>
<td>1101</td>
<td>Superintendent Turner</td>
<td>Turner Construction</td>
<td>Economics '14</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Host will coordinate Externship opportunities for Lafayette students interested in Construction Management. A variety of areas will be discussed including Business Development, Design Management, Construction Operations and Site Management.

Turner Construction Externships are available in Boston, Denver, New Jersey, New York City, and Philadelphia. Please see each individual listing for the externship ID#.

**Special Requirements:** Sophomores who are interested in an exposure to construction AND majoring in Engineering Studies, Civil Engineering, or Mechanical Engineering. Juniors in these majors may also be considered.

**# of day(s):** 3  | **Week(s) of Jan 20** | **Housing Available?** | No

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**NY, New York**

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Position</th>
<th>Company</th>
<th>Economics '81</th>
</tr>
</thead>
<tbody>
<tr>
<td>95</td>
<td>Senior Vice President</td>
<td>Rockefeller Group Development Corporation</td>
<td>Civil Engineering '81</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Host is responsible for design and construction management in support of commercial, residential and industrial real estate development projects across the US. Externs will observe an overview of the building industry; real estate project development, design and construction process, project management control systems, and career pathways in real estate, design, construction and facilities management.

**Special Requirements:** Sophomores and Juniors with an interest in real estate, building design and construction, and finance.

**# of day(s):** 3  | **Week(s) of Jan 6, Jan 13, Jan 20** | **Housing Available?** | No

---

**NY, New York**

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Position</th>
<th>Company</th>
<th>Economics '14</th>
</tr>
</thead>
<tbody>
<tr>
<td>938</td>
<td>Superintendent Turner</td>
<td>Turner Construction Company</td>
<td>Economics '14</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Host will coordinate Externship opportunities for Lafayette students interested in Construction Management. A variety of areas will be discussed including Business Development, Design Management, Construction Operations and Site Management.

Turner Construction Externships are available in Boston, Denver, New Jersey, New York City, and Philadelphia. Please see each individual listing for the externship ID#.

**Special Requirements:** Sophomores who are interested in an exposure to construction AND majoring in Engineering Studies, Civil Engineering, or Mechanical Engineering. Juniors in these majors may also be considered.

**# of day(s):** 3  | **Week(s) of Jan 20** | **Housing Available?** | No
### PA, Bethlehem

**# 1273 Traffic Superintendent**  
City of Bethlehem  
Public Works/Engineering  

**Description:** Host oversees the Traffic Maintenance Bureau for the City of Bethlehem in addition to managing multiple engineering projects such as Traffic Signal Replacements, Streetscape Enhancements, etc. Host supervises 2 full-time employees who take care of all of the line painting, signage, and barricades in the City. Additionally, host works with contractors, other departments, and residents on issues involving parking, pedestrian and bike safety, special events, etc. Host is also involved in conducting traffic studies and speed studies in response to complaints and / or high accident areas.

The Extern will learn about both the "outside" portion of the job which involves the line painting, signage, and traffic studies as well as the "indoor" portion of the job involving site plan reviews, project management, and working with residents / other departments. Depending on the Extern's area of interest, the Host can tailor the experience to involve them in more of the engineering / project management side, or the Public Works infrastructure management side.

**Special Requirements:** Junior or Senior with interest in engineering, project management, or public works.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 20**  
**Housing Available?** No

### PA, Philadelphia

**# 572 Superintendent**  
Turner Construction Company  
Economics '14  

**Description:** Host will coordinate Externship opportunities for Lafayette students interested in Construction Management. A variety of areas will be discussed including Business Development, Design Management, Construction Operations and Site Management.

Turner Construction Externships are available in Boston, Denver, New Jersey, New York City, and Philadelphia. Please see each individual listing for the externship ID#.

**Special Requirements:** Sophomores who are interested in an exposure to construction AND majoring in Engineering Studies, Civil Engineering, or Mechanical Engineering. Juniors in these majors may also be considered.

**# of day(s):** 3  
**Week(s) of Jan 13**  
**Housing Available?** No
**PA, Radnor**

### # 1264 Project Manager

**CBRE, Inc.**

**Industrial and Logistics Project Management**

**Description:** Host manages multiple industrial and commercial construction projects for the largest commercial real estate management company in the world by applying 15 years of career experience in the design and building construction industry as well as a Civil Engineering degree from Lafayette College and a master's degree in Architecture from UNC Charlotte. Externs will have the opportunity to attend on-site construction meetings, observe the management of key players on a construction project, including general contractors, architects, engineers, plan examiners, owners, and tenants. Not only will the Extern learn about project management, but he or she will also have the opportunity to interact with a number of different design and construction professionals at various stages of construction project delivery.

**Important:** Extern should be available to join host on site visits around the Philadelphia metro area and Eastern PA area to allow for five-day experience.

**Special Requirements:** Interest in engineering, architecture, and/or construction fields; basic knowledge of construction site safety and possession of personal protection equipment (hard hat, reflective vest, solid work/hiking boots at minimum).

**# of day(s):** 5  
**Week(s) of Jan 6**  
**Housing Available?** No

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**PA, Wayne**

### # 1233 Project Engineer

**CBG Building Company**

**Engineering Studies ’16**

**Description:** CBG Building Company (formerly Clark Builder Group) and our team of related companies comprise one of the most respected and experienced groups of multifamily builders in the country. CBG's professional construction team builds more than 4,000 homes each year across a diverse portfolio of geographic areas and product types, including luxury, mixed-use, and affordable housing apartments, as well as campus housing, military family communities, and senior living facilities. Host responsibilities include overseeing and coordinating subcontractors and managing and running the punch list process for unit and building turnover.

The Extern will have the opportunity to visit project sites and the office and witness onsite coordination between subcontractors and the daily operations of the job. The Extern will observe and experience both the finish stages and beginning stages of construction projects.

**Special Requirements:** Students who are interested in getting an exposure to construction.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**VARIOUS LOCATIONS**

<table>
<thead>
<tr>
<th>#</th>
<th>Professional Engineer</th>
<th>Bohler Engineering</th>
</tr>
</thead>
<tbody>
<tr>
<td>1280</td>
<td>Friend</td>
<td></td>
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</tbody>
</table>

**Description:** Join us to learn about civil engineering and land development! Students will get to spend time with our engineers to experience what it's like to work at a civil engineering firm. During your Externship, you will:

- Shadow Professional Engineers
- Learn about land development and the design process
- Observe engineers using AutoCAD

**Special Requirements:** Effective written and communication skills; self starter who can work independently and with team members. A PHONE INTERVIEW WILL BE REQUIRED FOR THIS POSITION.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
## # 1238 Project Development Coordinator City of New York

### Department of Parks and Recreation Biology '14

### Description:
The externship will be with the Parks Inspection Program at the New York City Department of Parks and Recreation. Our role within the Operations and Management Planning division is to evaluate Parks properties against established standards of cleanliness, structural, and landscape conditions. We then store and utilize these data in the Mayor’s Management Report, presentations with upper management, and special projects upon request. Host’s specific role entails quality control of inspection reports, communication between inspectors and other analysts to reach consensus on ratings, and detailed findings for divisions requesting specific information.

The student will learn how technical skills in programs such as Excel, Access, and arcGIS and interdisciplinary skills in analysis and collaboration coalesce to fill the growing role of data science in city government. They can also expect to accompany an inspector on a visit to some of New York’s iconic parks to witness an inspection in action!

This externship is intended for students who are interested in the collection and analysis of big data for the purpose of solving critical issues in an urban landscape. Strong communication skills, curious perspectives, and an attention to detail are all critical attributes for this kind of work.

### Special Requirements:
While science and environmental majors interested in a career outside of traditional research and fieldwork would likely benefit most from this experience, any student that values a holistic approach to data analysis would find much value.

### # of day(s): 3 Week(s) of Jan 6, Jan 20 Housing Available? Yes

## # 1283 Data Scientist Spotify

### Mathematics & Economics '14

### Description:
Host works in a small team of data scientists and analysts to calculate the royalties owed to all record labels who host music on the Spotify app. While this may sound like a simple process, we have grown very quickly in the last few years, and the complexities of the calculation are numerous! We are constantly working to improve our calculation speed and accuracy, so host also spends time thinking about process improvements and doing data validations.

Extern will learn about working for a tech company, but also a little bit about working for a finance and music organization. They will also get to see the office perks and hopefully have a ton of fun!

### Special Requirements:
Interest in finance, economics, music, or working for a tech company. Also someone who enjoys having fun and meeting new people!

### # of day(s): 3 Week(s) of Jan 13, Jan 20 Housing Available? No
## Education

### MD, Baltimore

<table>
<thead>
<tr>
<th># 800</th>
<th>Data and Assessment Manager</th>
<th>KIPP Baltimore</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>American Studies/Anthro. &amp; Soc. ‘10</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Host leads implementation of an assessment plan and manages all student, operational, and staff data for KIPP Baltimore charter schools. KIPP is a national public charter school network that educates elementary, middle, and high school students from low-income, educationally underserved neighborhoods. KIPP Baltimore consists of an elementary and middle school with just over 1,500 students in grades K-8. Host is involved in both front-end and back-end data management and reporting. This includes leading weekly data meetings with regional leaders, managing student reporting (i.e. report cards and progress reports), maintaining a cloud-based SQL database, and improving data integration between systems with use of Python scripts.

The Extern will learn about data analysis in education, charter schools and their place in the public education sphere, and challenges in K-12 education. The Extern will participate in meetings with internal stakeholders, have the opportunity to observe classrooms, interact with various regional teams that support schools, and learn different solutions for data management.

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** Yes

### NJ, Blairstown

<table>
<thead>
<tr>
<th># 11</th>
<th>Dean of College Counseling</th>
<th>Blair Academy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>English ‘79</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** This Externship is for those interested in teaching/working in an independent school, particularly in the area of college counseling.

**Special Requirements:** An interest in working with kids is a must.

**# of day(s):** 3  
**Week(s) of Jan 13**  
**Housing Available?** Yes

### NJ, Ridgewood

<table>
<thead>
<tr>
<th># 908</th>
<th>Principal, Hawes Elementary School</th>
<th>Ridgewood Board of Education</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parent ‘16</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Hawes Elementary School houses approximately 420 students in kindergarten through fifth grade. This is a dynamic school with dedicated and caring teachers, wonderful children, and a supportive parental community. Ridgewood is one of the premier school districts in New Jersey. Externs will learn all aspects of leadership, decision making, cooperation, working with others, relationship building, and how schools operate. All aspects of the school will be open to the Externs and they will work with the principal, the Child Study Team, teachers, parents, secretaries, students, community members, and possibly, members of the district administration including the Superintendent of Schools (if schedules allow).

**Special Requirements:** Much of this experience will involve working collaboratively with other people. As such, the Externs must be able to engage in professional dialogue with professionals and other stakeholders in the educational field.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**NJ, Somerset**

**# 1003 Latin Teacher**
Franklin High School  
World Languages  
Parent '16

**Description:** Student(s) will observe the role of a high school Latin teacher, including classroom management, curriculum development and delivery, and assessment of learning. Host’s husband is a math teacher at same school and students will also observe high school math teacher. If student is interested in another field of teaching, such as guidance counselor or another subject, host can easily arrange that at same school.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** Yes

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**NJ, Sparta**

**# 1179 Youth Services Librarian**
Sparta Public Library  
Youth Services  
Psychology '09

**Description:** Located in Sussex County, New Jersey, and a minute’s walk from Lake Mohawk, the Sparta Public Library serves its 20,000 residents and the surrounding local communities. Serving patrons and their families from newborns through high school students, the bustling Youth Services Department offers daily programs, outreach services to local organizations, support for township schools and education centers, and a collection of over 70,000 circulating materials.

Externs will observe the day-to-day operations of the Youth Services Department and learn about the decision making, program development, relationship building, collaboration, budgeting, and material acquisition involved in managing the department. Students will have an opportunity to take part in children's programming and develop and lead a family storyline. Students will also have an opportunity to meet with the Adult Services Coordinator and Library Director to further discuss the administrative functions of the library.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**NY, Bronx**

**# 865 Academic Response Team Specialist**
New York City Department of Education  
Academic Response Team Specialist  
Neuroscience '11

**Description:** Are you interested in learning more about the New York City educational system? The host serves as an academic response team specialist for the Bronx Borough Office of the Department of Education. In this position the host provides intensive, hands-on coaching of principals, school leadership, teacher leaders, and classroom teachers to improve professional practice and accelerate student learning. Each team provides on-site support in cycles that typically last 6-8 weeks that build capacity at schools through a gradual release process where school teams implement a post-support plan that is monitored by principal, superintendent, and executive superintendent.

The extern will have an opportunity to visit different schools with the host and learn more about instruction, professional learning, academic support, data analysis, and other systems involved in supporting student outcomes. The extern will have a unique opportunity to experience first hand the work that happens in a school and the borough office to ensure that each student gets an excellent education.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**NY, New York**

# 591 Special Education Teacher  
**Association to Benefit Children: Graham School at Echo Park**  
Psychology '07  

**Description:** Association to Benefit Children (ABC) is dedicated to bringing joy and warmth to disadvantaged children and their families through compassionate, sustainable, comprehensive and integrated services, designed to permanently break the cycles of abuse, neglect, sickness and homelessness.

Extern will shadow host through group and one-on-one instruction at East Harlem children and family center.

**Special Requirements:** Student interested in teaching and/or working with students with disabilities. Externship can last 1 to 5 days.

# of day(s): 3  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No

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**PA, Allentown**

# 1303 Assistant Director, Attendance Awareness & Rural Education  
**United Way of the Greater Lehigh Valley**  
Friend  

**Description:** Host manages all investments in attendance awareness and rural education initiatives. Extern will learn about building community relationships and developing strategies that drive system change to improve lives in our community. Extern will gain specific understanding of attendance awareness as well as the specific strategies required in rural school districts and how both drive academic success. Areas of career focus include: education (direct, special and administration of), public policy and advocacy, and non-profit program management.

# of day(s): 2  
Week(s) of Jan 6  
Housing Available? No

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**PA, Philadelphia**

# 1276 School Investments, Manager  
**Philadelphia School Partnership**  
Psychology '08  

**Description:** Host works at a mission-driven, philanthropic nonprofit on the School Investments team - a team of educators (all previous school leaders) who manage a portfolio of high-quality district, charter, and parochial schools that the organization has invested in. In this role, the host undergoes due diligence and prepares recommendations for investments to make in schools. Once schools receive a grant through the organization, the School Investments team conducts grant management of the schools and works closely with leadership teams across schools to support them in their priorities and hold them accountable to high achievement.

The Extern will learn about how the organization, the largest investor in Philadelphia schools, works to improve education citywide. The Extern will observe the School Investments team’s collaboration with schools and join team meetings across the organization (e.g. the talent development team and family/community engagement team). The Extern will have the opportunity to learn more about the education landscape in Philadelphia and understand the work that is being done to improve Philadelphia schools and expand access for families to the best schools.

**Special Requirements:** Extern should be interested in mission-driven work and K-12 education.

# of day(s): 3  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No
Description: The profession of emergency management is associated with all preparedness, mitigation, response, and recovery efforts associated with building a resilient community. Emergency managers are public safety professionals who take a "big picture" approach to strengthening the capacity of an organization in regards to disaster preparedness. Requiring an ability to develop policies, plans, and procedures for the diverse needs of a jurisdiction, the emergency manager must possess strong communication, writing, analytical, and project management skills to successfully work with all members of the community.

The Extern will gain a basic understanding of the four cornerstones of emergency management: preparedness, mitigation, response, and recovery, and will have the opportunity to observe an emergency management program operations from within a higher education setting.

Special Requirements: An interest in public service is essential. You must be dedicated to public safety and helping others.

# of day(s): 2  Week(s) of Jan 6, Jan 20  Housing Available? No
**NJ, Picatinny Arsenal**

**Description:** The U.S. Army Combat Capabilities Development Command - Armaments Center (CCDC-AC) at Picatinny Arsenal, NJ leads research, development and engineering of systems solutions to arm those who defend the nation against all current and future threats, both at home and abroad. The host overseas a diverse technical team consisting of electronic and mechanical engineers who design, develop, and test advanced fuze technology for Army munition items. This includes sensor design, digital/analog circuit design, electro-mechanical device design, programming, prototyping, testing, Modeling and Simulation, data analysis, Finite Element Analysis (FEA), 3D CAD design, etc.

The Extern will learn the capabilities of the Armaments Center Fuze Division by witnessing the development of advanced military technologies in a laboratory setting. A tour of our main facilities will be offered with an opportunity to spend some time understanding the mission of each facility. The Extern will gain an understanding of the process the Army utilizes to develop new technology utilizing interdisciplinary teams of engineers and scientists known as Integrated Product Teams (IPT's).

**Special Requirements:** Junior engineering students. Extern MUST be 18+ years old, a U.S. Citizen with clean criminal background. Extern MUST have access to personal vehicle to get to externship (Uber/Lyft are prohibited on site). Soph/Senior may be considered.

**# of day(s):** 5  Week(s) of Jan 6, Jan 13, Jan 20  **Housing Available?** No
Description: Host is an integrated product team (IPT) lead in the U.S. Army Combat Capabilities Development Command - Armaments Center (CCDC-AC) at Picatinny Arsenal, NJ. Duties include managing life cycle engineering efforts for large caliber ammunition components including overseeing production at contractor facilities, performing root cause analysis, reviewing and proposing engineering changes, completing cost analysis reviews, and participating in acquisition activities. Additional duties include aiding in transitioning research and development programs into production, day to day management of engineering programs (funding, schedule, product deliveries), and coordination with other IPTs.

The Extern will learn about high volume production, life cycle engineering, importance of dimensioning and tolerancing, and leading cross-functional engineering teams. In addition, the Extern will observe how various Government IPTs function across different levels of the production process for ammunition. Student should demonstrate interest in: manufacturing, geometric dimensioning & tolerancing, root cause analysis/investigation, and public sector (Government) employment.

IMPORTANT: Candidate must be a U.S. Citizen and will be required to undergo a criminal background check prior to being granted entry onto the Arsenal. Externship is expected to take place Tues-Thurs, January 21-23, 2020.

Special Requirements: Junior engineering students. Extern MUST be 18+ years old, a U.S. Citizen with clean criminal background. Extern MUST have access to personal vehicle to get to externship (Uber/Lyft are prohibited on site). Soph/Senior may be considered.
# NJ, Picatinny Arsenal

**# 1272 Experimental Developer**

**Description:** Host is an Experimental Developer and U.S. Army ARDEC Subject Matter Expert (SME) in the area of small caliber weapon design and development within the Small Caliber Armaments Division of WSEC. Host regularly conducts detailed research and experimental development projects, focusing on novel design concepts that significantly enhance the state-of-the-art in small arms accuracy, lethality, reliability, endurance, capability, and lightening the combat load. Host coordinates preparation of program documentation including plans, schedules, budgets, forecasts, and technical reports, to persuade or defend complex position to DoD/DA management, Congressional committees, and industrial and academia officials. Host develops and oversees Science and Technology roadmaps under the Joint Service Small Arms Technology Advisor Council to facilitate long and short-range strategic planning relative to armament technologies and expertise.

The Extern will assist with research, development, production, manufacturing, prototyping, assembly, fabrication, testing, and production/field support of weapons systems and/or technologies.

**IMPORTANT:** Candidate must be a U.S. Citizen and will be required to undergo a criminal background check prior to being granted entry onto the Arsenal.

**Special Requirements:** Junior engineering students. Extern MUST be 18+ years old, a U.S. Citizen with clean criminal background. Extern MUST have access to personal vehicle to get to externship (Uber/Lyft are prohibited on site). Soph/Senior may be considered.

**# of day(s):** 5  **Week(s) of Jan 6, Jan 13**  **Housing Available?** No

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# PA, Easton

**# 891 VP, Sales and Marketing**

**Description:** Host oversees all sales, marketing and product development efforts, and works closely with engineers in the design and manufacturing of our product. Externs will observe assembly work, electrical testing, soldering, trouble-shooting, wiring, calibration, and more.

**Special Requirements:** Electrical Engineering majors preferred; Mechanical Engineering majors also considered.

**# of day(s):** 3  **Week(s) of Jan 20**  **Housing Available?** No

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# PA, Mechanicsburg

**# 1153 CEO**

**Description:** Enginuity is comprised of industrial and commercial mechanical contractors and engineers, providing solutions to complex mechanical problems for manufacturers, healthcare providers and commercial clients.

The Extern will observe problem solving, client communications, project execution (repair or installation), real world application of mechanical engineering, general interaction with vendors/subcontractors/business advisors. Most likely, half of the time will be out of the office visiting clients or job sites with other personnel in the office. Extern will be exposed to sales, estimating, engineering and project managers.

**Special Requirements:** This will be most interesting for a student who wants to actually build their mechanical solutions, not just solve problems from an office.

**# of day(s):** 3  **Week(s) of Jan 13, Jan 20**  **Housing Available?** Yes
### PA, Scranton

<table>
<thead>
<tr>
<th># 773</th>
<th>President</th>
<th>DxDempsey Architecture &amp; Design</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Engineering Studies ’94</td>
<td></td>
</tr>
</tbody>
</table>

#### Description:
Host is an award-winning Architect, Speaker and Professor who is the leading designer and creator of Strategic Branded Experiences—a proprietary system that results in eye-catching, sustainable, research-based projects that communicate a purpose, tell a story and produce a Return on Design Investment (RODI). The distinctive, award-winning work of her firm, DxDempsey Architecture, has been published in several national and international trade magazines and media outlets and can be seen in most of the major casinos in Las Vegas and Atlantic City, a growing number of international airports and was featured on an episode of "Modern Family".

The extern will learn about the design of the built environment, from concept through construction, including how we create engaging branded environments. They will get to see us perform all of the services we offer within our Strategic Branded Experiences model, including architecture, interiors and environmental graphic design. They will also learn about our proprietary Frameworks, which we employ for corporations and communities (at the planning level).

| # of day(s): | 2 | Week(s) of Jan 6, Jan 13, Jan 20 | Housing Available? | No |

### TX, Dallas

<table>
<thead>
<tr>
<th># 1251</th>
<th>Principal</th>
<th>Schuler Shook</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mechanical Engineering ’01</td>
<td></td>
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</tbody>
</table>

#### Description:
Schuler Shook is a firm offering theatre planning and architectural lighting design services. We act as consultants to owners and design teams, offering creative solutions that serve our projects today and for the future. Our projects are in cities across the United States and internationally. We work closely with architects, engineers, and users. Our theatre planners apply their expertise in how theatres and performing arts centers are used to design and renovate those facilities. Lighting designers work in nearly all project types.

Participants in this externship will have the ability to observe architectural and building design practices, learning about facility planning, documentation of projects for construction, and the interaction between consultants and other design team members and owners. If schedule allows, it may be possible to attend a construction site.

This externship is a great fit for:
- Students with an interest in architecture; externs will have exposure to a variety of projects and design firms.
- Electrical engineers interested in lighting design, daylighting, and energy conservation
- Students with an interest in alternative careers in the performing arts, particularly technical theatre and theatre engineering.

#### Special Requirements:
Juniors or Seniors. Students with experience in AutoCAD and Revit will get the most out of this externship and be able to participate in project activities. Schedule is client-driven so student will need to be flexible to coordinate opportunity with host.

| # of day(s): | 3 | Week(s) of Jan 13, Jan 20 | Housing Available? | No |
**CO, Lakewood**

**# 1268 Director, National Enforcement Investigations Center**

US Environmental Protection Agency

**Description:** The US Environmental Protection Agency's National Enforcement Investigation Center (NEIC) is the Nation's premier environmental forensics science center for environmental crimes. NEIC is a fully accredited ISO 17025 forensics laboratory and provides multi-disciplinary teams to conduct field investigations to gather and evaluate evidence and perform analytical services. NEIC supports criminal and civil enforcement partners by gathering data, providing engineering evaluations of complex facilities, analyzing forensics evidence, providing legally defensible data, serving as expert witnesses in court, and delivering investigative training to local, state and federal audiences.

The Extern will learn about a career at EPA and in the Agency's enforcement program. We primarily hire engineers to conduct process based inspections of facilities around the country and we hire chemists that work to analyze samples in the laboratory. The extern will have the opportunity to talk to staff and managers about careers working for the environment while also shadowing some staff. However, due to the sensitive nature of NEIC's work, externs will not be able to go out in the field or handle evidence in the lab.

**Special Requirements:** Junior or Senior engineering or chemistry major. Host can host one engineering student the week of Jan. 6th and a chemistry student the week of January 20th. Externship will last 2-3 days.

**# of day(s):** 2 **Week(s) of Jan 6, Jan 20** **Housing Available?** No

**MA, Boston**

**# 1194 Vice President**

The Trustees of Reservations

**Description:** The Trustees preserves properties of exceptional scenic, historic, and ecological value in Massachusetts for public use and enjoyment. We are the oldest land conservation and historic preservation organization in the world, and the largest conservation organization in the state, owning and caring for more than 27,000 acres of land and protecting 20,500 acres through conservation restrictions. We operate 116 reservations ranging from working farms, agricultural lands, landscaped and urban gardens, and community parks to barrier beaches, forests, open meadows and historic sites, many of which are National Historic or Natural Landmarks. Using diverse properties as living labs, we create dynamic learning opportunities and experiences to help inform, educate, and cultivate the next generation of conservationists.

The Externs will observe work to acquire and protect land, engage and educate people about conservation at our properties, support sustainable agriculture, and care for our cultural heritage through participation in meetings, talking with staff and a site visit. You will also be introduced to the functions of a conservation nonprofit, including metrics used to guide conservation and engagement, budgeting, and property management.

**# of day(s):** 2 **Week(s) of Jan 6, Jan 13** **Housing Available?** No
### MO, St. Louis

**# 187** Director of Habitat Protection/Associate Director of Philanthropy  
The Nature Conservancy  
American Civilizations/Law ‘91

**Description:** Host coordinates land conservation real estate activities for The Nature Conservancy in MN/ND/SD. He also fundraises for their 31-state Mississippi River Basin project focused on cleaning up nutrient pollution in the Mississippi River Basin and Gulf of Mexico.

The Nature Conservancy, a global non-profit organization with a million members, is dedicated to conserving the lands and waters on which all life depends. We envision a world where the diversity of life thrives, and people act to conserve nature for its own sake and its ability to fulfill our needs and enrich our lives. We achieve this through the dedicated efforts of our 3,800 diverse staff, including more than 600 scientists, all of whom support conservation in 72 countries and all U.S. states. We are striving to develop a workforce as diverse as the places where we work, and we have a deep commitment to diversity.

The Externs will observe a two-day meeting (Jan. 7-9) in St. Louis, Missouri regarding the Mississippi River Basin program. The meeting will bring together 100+ science, fundraising, government relations, project management, marketing, and leadership staff from throughout the 31 states as well as North American leadership for The Nature Conservancy. Host will be available to Externs while there to provide context, discuss career advice, and possibly coordinate some informational interviews with professionals at the meeting about different career opportunities in conservation (from many of the disciplines noted above). Externs will have the opportunity to observe the breadth of types of career pathways in natural resource conservation.

NOTE: Matched Externs will need to make hotel reservations where group is staying and will be responsible for meal expenses. Please contact the host for hotel booking and discount information. [Externship will take place Tues., Jan. 7- Thurs., Jan 9; travel to/from experience will likely need to take place Mon. Jan. 6 and Fri. Jan. 10.]

**Special Requirements:** Junior or Senior with a serious interest in exploring a career in natural resource conservation via any number of disciplines. A BRIEF PHONE INTERVIEW WILL BE REQUIRED FOR THIS OPPORTUNITY.

<table>
<thead>
<tr>
<th># of day(s)</th>
<th>Week(s) of Jan 6</th>
<th>Housing Available?</th>
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<tbody>
<tr>
<td>3</td>
<td>6</td>
<td>No</td>
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</tbody>
</table>

### NJ, Lawrenceville

**# 1038** Project Environmental Scientist  
Langan Engineering & Environmental Services  
Gov & Law/Environmental Science ‘12

**Description:** Students will be provided the opportunity to visit up to three of our offices (Lawrenceville, NJ, Doylestown, PA, and Parsippany, NJ) to learn from the various disciplines Langan has to offer and how they overlap (e.g. environmental, site/civil, geotech, natural resources & land use, GIS, traffic engineering). Students will get the opportunity to speak with numerous professionals and, at the end of the three day period, break out into their preferred disciplines.

**Special Requirements:** Preferred applicants would be in their Junior or Senior year with an environmental science, geology, or civil / environmental engineering background. Reliable transportation would be a requirement.

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</thead>
<tbody>
<tr>
<td>3</td>
<td>6</td>
<td>No</td>
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</tbody>
</table>
**NJ, Mt. Laurel**

**# 697 Project Engineer & Partner**  
**Environmental Resolutions, Inc.**  
Municipal Engineering  
Civil Engineering ’07

**Description:** Environmental Resolutions, Inc. was formed to focus on Environmental and Municipal Engineering. Our diverse staff includes environmental engineers, soil engineers, civil engineers, hydrogeologists, planners, construction observers, CAD Operators and support personnel. Students will see the ins and outs of everyday business at ERI. They will be able to follow several different civil engineers and environmental scientists who have varying areas of expertise. They will also be able to visit construction sites, waste water treatments plants, and observe other various field work related to civil and environmental engineering.

**Special Requirements:** Civil or Environmental engineering major required. Student should be eager and willing to interact with both interoffice personnel and clients.

**# of day(s):** 2  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** No

---

**NJ, New Providence**

**# 826 Project Manager/Geologist**  
**TRC Environmental Corporation**  
Chemistry ’85

**Description:** TRC is a leader in delivering professional services for public, private and government clients. We take an integrated approach to your problem, harnessing unparalleled environmental, consultative, engineering and applied technology experience.

If the extern possesses OSHA 40-hour Hazardous Waste Operations (HAZWOPER) training, they may be able to go out in the field to observe well sampling, soil sampling, well installation, or remediation system maintenance, sampling or installation if those activities are occurring during the timeframe of the externship. If extern does not have HAZWOPER training, he/she will be able to observe how remediation and/or progress reports are prepared, data entry, data analysis and figure preparation. Extern may be able to observe research for completing a site preliminary assessment and design of engineered remediation systems. Host’s work is continuously changing, so externship experience will vary.

**Special Requirements:** Juniors or Seniors: OSHA 40-hour Hazardous Waste Operations (HAZWOPER) training a plus to allow a chance of observing work in the field. MS Word, Excel would be useful. Length of externship is flexible.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

---

**NJ, Princeton**

**# 1100 Vice President/Principal**  
**Kleinfelder, Inc.**  
Civil Engineering ’86

**Description:** Host is also a Class of 2019 & 2022 parent.

Kleinfelder is an environmental engineering/consulting firm with a focus on water and wastewater.

The Extern will observe what a typical day is like in the life of an environmental engineer, see processes used to design a wastewater treatment plant, models used to simulate water quality in streams, oversee construction of a water treatment facility, assist in development of graphics for trial related to chemical spill contaminating drinking water supply for 300,000 people, usage of green technologies for storm water treatment, attend meetings with clients and regulatory agencies, and attend NJ Clean Water Council meeting (if schedules allow).

**Special Requirements:** Junior or Senior environmental engineering/science/studies major with motivation to achieve success in providing creative solutions to water quality issues.

**# of day(s):** 3  
**Week(s) of Jan 13**  
**Housing Available?** No
**NY, Oyster Bay**

**# 19 Principal**  
Walden Environmental Engineering PLLC  
Civil Engineering '85

**Description:** The Externs will observe what civil and environmental engineers do on a daily basis. Host will also expose you to the "how do we make money?" conversation and will talk extensively about what coursework would be best to take while still at Lafayette which would help in the work place.

Externs should be prepared for going into the field to observe site work and on-going construction projects.

**# of day(s):** 5  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** No

---

**PA, East Norriton**

**# 862 Project Engineer**  
National Compliance Practice  
OBG (O'Brien & Gere)/Ramboll  
Chemical Engineering '11

**Description:** Ramboll is a leading engineering, design and consultancy company with more than 15,000 experts globally and more than 2,000 experts in the US. With 300 offices in 35 countries, Ramboll combines local experience with a global knowledge base constantly striving to achieve inspiring and exacting solutions that make a genuine difference to our clients, the end-users, and society at large. Ramboll works across the following markets: Buildings, Transport, Planning & Urban Design, Water, Environment & Health, Energy and Management Consulting.

Externs will observe the day-to-day operations of the consulting business, interact with professionals from all levels and experiences, and complete a series of case studies based on real projects completed at Ramboll.

**Special Requirements:** Applicants should be majoring in Chemical Engineering, Civil Engineering, Geology, Biology, or Environmental Sciences, and have strong problem solving abilities, good communication skills, and the ability to work in a team.

**# of day(s):** 2  
**Week(s) of Jan 20**  
**Housing Available?** No

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**PA, Easton**

**# 982 Executive Director**  
Nurture Nature Center  
Friend

**Description:** Nurture Nature Center is a dynamic center for community learning about local environmental risks. NNC combines science, art and dialogue programs to get the community talking and thinking critically about the local environment. Externs will be exposed to the range of science, art and dialogue programs, and will be involved in learning about how NNC engages the public in learning about local environmental risk topics. Additionally, students will be exposed to the operating principles and philosophy of this non-profit organization, which has expertise in flood risk communication and public engagement in science.

**Special Requirements:** Applicants should have an interest in science, environment, and particularly in community engagement in these topics.

**# of day(s):** 2  
**Week(s) of Jan 20**  
**Housing Available?** No
<table>
<thead>
<tr>
<th>#</th>
<th>Project Engineer</th>
<th>Company</th>
<th>Program</th>
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<tbody>
<tr>
<td>1197</td>
<td>Environmental</td>
<td>Langan Engineering &amp; Environmental Services</td>
<td>Civil Engineering '12</td>
</tr>
</tbody>
</table>

**Description:** Langan's Doylestown environmental group focuses primarily on environmental site investigation and remediation activities throughout Pennsylvania and New Jersey. The diverse portfolio of projects and clients will provide a range of experiences from working with redevelopment activities to industrial investigations and remediation. The Doylestown group also works on ecological evaluation and risk assessment projects throughout the country. The Extern will have the opportunity to gain exposure to site feasibility studies, which may involve field work, technical report preparation and calculations. The Extern will also have the opportunity to visit other Langan offices in the region.

**Special Requirements:** A Junior or Senior with excellent communication skills, strong attention to detail with analytical and judgment capabilities, and ability to work as a team or independently; knowledge of GIS or environmental software, and reliable transportation required.

**# of day(s):** 3  
**Week(s) of Jan 6**  
**Housing Available:** No
**NY, Bronx**

# 1262  Manager, Event Marketing  
**Wildlife Conservation Society's Bronx Zoo**  
English '06

**Description:** Host oversees the development, planning and execution of in-park events that both drive attendance to the Bronx Zoo and revenue through ticketed programs. This includes participating in brainstorming conversations, planning meetings, vendor pitches and negotiations as well as executing these programs with everything from hiring vendors and managing contracts to the physical set-up and execution of the events. Additional duties include managing seasonal staff members and working interdepartmentally to ensure event execution and to meet attendance and revenue goals.

The Extern will learn about event planning and management as it relates to concrete management objectives and observe meetings and conversations about events postmortem (and how to expand and improve for future years) as well as planning of future events including website management, ticket sales, vendor solicitation, contract development and more.

**Special Requirements:** Interest in marketing and/or event planning.

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<tr>
<td>2</td>
<td>2</td>
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**NY, New York**

# 1292  Director of Events  
**BLACKBARN Restaurant**  
Film & Media Studies '15

**Description:** The hospitality industry is all about the client and relationships and no day or event is the same! Because of our location we host both social and corporate parties and because of our popularity, we're always booked! We can host 5-500 guests for private events at BLACKBARN. While we can host parties of all types and sizes we're first and foremost a wonderful restaurant. The creation of our Chef-Owner, John Doherty, who was the Executive Chef at the Waldorf-Astoria New York for 23 years.

The Extern will learn about the restaurant and the hospitality industry - all from the inside! Also, you'll spend time with different leaders at the restaurant, not just the host. Starting with the clients inquiry in the office, moving into the kitchen to make the entree, and ending with the dessert course the night of the event. It’s an exciting job, it’s a fun job, and the clients make every day different!

**Special Requirements:** Junior or Seniors who are curious, inquisitive, polite, and socially nuanced. This job is all about the clients and relationships!

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<tr>
<td>2</td>
<td>2</td>
<td>No</td>
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</table>
Executive Search/Human Resources

**NJ, Rahway | Kenilworth**

**# 867**  
**Human Resources Executive Director**  
Merck & Co.  
HRBP, Merck Research Laboratories  
Psychology ’96  

**Description:** Host is a Human Resources Business Partner for Merck Research Laboratories (specifically the Discovery, Pre-clinical and Early Development portions of Research & Development).

The extern will be able to attend some client and HR meetings as well as meet with a variety of different HR leaders one-on-one to learn about the various components of HR.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**NY, New York**

**# 451**  
**Senior Client Partner**  
Korn Ferry  
Financial Officers Practice  
Psychology ’77  

**Description:** Korn Ferry is the preeminent global people and organizational advisory firm, which is a recognized leader in Executive Recruitment. Our professionals ensure organizations have the right talent with the right capabilities to ignite their business strategy and help our clients succeed in everything from transformation to globalization, from innovation to growth.

Externs will observe and gain exposure to the executive recruiting process, which includes laying the groundwork, shaping the candidate profile, active recruiting, and closing the candidate.

**Special Requirements:** Junior or Senior with integrity and respect, personal accountability, effective communication, teamwork and collaboration. Students should have flexibility in scheduling experience with host.

**# of day(s):** 4  
**Week(s) of Jan 13**  
**Housing Available?** No

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**NY, New York**

**# 319**  
**Consultant**  
Spencer Stuart  
Industrial, Private Equity, CEO and Board Practices  
English ’03  

**Description:** Spencer Stuart is one of the WORLD’S leading management consulting and executive search firms. Privately held since 1956, Spencer Stuart applies its extensive knowledge of industries, functions and talent to advise select clients — ranging from major multinationals to emerging companies to nonprofit organizations — and address their leadership requirements. Through 53 offices in 29 countries and a broad range of practice groups, Spencer Stuart consultants focus on senior-level executive search, board director search, governance consulting, succession planning, in-depth senior executive management assessments, culture transformation, and talent development and top team effectiveness.

We look forward to hosting a Lafayette student for a day of shadowing to introduce him/her to our industry. The day will include an overview of our business, an introduction to the role of an analyst, as well as shadowing of a consultant and an analyst to give the student a sense of a “day in the life” at Spencer Stuart.

**Special Requirements:** Junior or Senior Economics or Gov/Law major who has completed research, which ideally includes an analysis of a business, industry, or market through education or work experience, and who has a strong academic track record with GPA of 3.4 or above.

**# of day(s):** 1  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** No
<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Organization</th>
<th>Description</th>
<th># of day(s)</th>
<th>Week(s)</th>
<th>Housing Available?</th>
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<tbody>
<tr>
<td>272</td>
<td>Director of Human Resources/Employment</td>
<td>Lafayette College</td>
<td>Extern will gain exposure to supervision of human resources functions as well as learn about the basics of what HR professionals do; employment, labor relations, benefits and compensation.</td>
<td>4</td>
<td>Jan 13</td>
<td>No</td>
</tr>
</tbody>
</table>
## CA, Long Beach

**# 358 Executive Director, Branch Manager**

**Morgan Stanley Wealth Management**

**Psychology '93**

**Description:** Host oversees business and sales management functions for branch sub-complex of Morgan Stanley. Extern will observe time management, risk management, and how to motivate, retain, and recruit sales talent.

- **# of day(s):** 3  
- **Week(s) of Jan 13, Jan 20**  
- **Housing Available?** No

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## CA, San Francisco

**# 1265 Senior Finance Manager**

**Uber**

**Strategic Finance**

**Economics & Business '07**

**Description:** At Uber, we’re reimagining the way the world moves. From how you get home from work, to how you eat meals, or how you move huge shipments of anything, the work we do is shaping the future of mobility and changing the way people live. To get there, we’ve brought together a collective of optimists and doers to tackle some of the most challenging problems of our time.

Uber's finance professionals work hand-in-hand with leaders across the company to ensure smooth, disciplined execution of strategic business objectives. Host works on the Corporate Finance team leading G&A (General & Administrative Expense), R&D (Research & Development), and other Corporate Functions. Extern will learn about financial management and the day to day workings of a finance leader within the company.

- **# of day(s):** 3  
- **Week(s) of Jan 6, Jan 13**  
- **Housing Available?** No

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## CT, Hartford

**# 1124 Actuary**

**Travelers Insurance**

**International Actuarial**

**Mathematics '13**

**Description:** Travelers Insurance is one of the leading Property & Casualty (P&C) insurance companies and the only P&C company on the Dow Jones Industrial Average. Working in International Insurance, host is responsible for consolidating reserve analysis across all of Travelers' International business, frequently interacting with other actuaries and finance professionals abroad. One of the key aspects of this job is the communication of technical results in a clear and concise manner to inform business decisions.

As Host has recently graduated from Travelers' Actuarial and Analytics Leadership Development Program (AALDP), Externs will be able to observe several recent college graduates in a variety of different roles to gain a broad understanding of actuarial and analytic work at Travelers. Externs will learn about the actuarial career track and several of the core fundamentals of actuarial science.

- **# of day(s):** 2  
- **Week(s) of Jan 13, Jan 20**  
- **Housing Available?** No
**MA, Andover**

# 1228  **Vice President**  
The Andover Companies  

**Underwriting**

**Description:** The Andover Companies, founded in 1828, is a Property and Casualty Insurance Company that writes business in 8 states, primarily in the Northeast. Our Lines of Business are Homeowners, Businessowners, Dwelling Fire (Landlord Policies), Personal Umbrella, and Commercial Umbrella. We are located in Andover, MA, approximately 30 miles north of Boston. We employ approximately 225 professionals.

An extern would have the opportunity to meet with representatives of our Underwriting, Marketing, Business Analyst, Reinsurance, and Claims Departments. He/she would learn the inner workings of how a property casualty insurance company operates, spending time with these key business units. We offer a great working environment where employees choose to stay for a long time, many for an entire career. We have a dynamic workplace with bright young people who are embracing technology and using creative thought to make us better every day. We have had a great deal of success with graduates with a wide variety of Liberal Arts degrees. The Andover Companies welcomes the opportunity to participate in the externship program at Lafayette College.

**Special Requirements:** Students should possess good social skills and not feel locked into any particular major course of study. Students should be available the entire week of Jan. 13th to allow for flexible scheduling with host and second extern.

**# of day(s):** 3  
**Week(s) of Jan 13**  
**Housing Available?** No

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**MA, Boston**

# 894  **President**  
Eastern Bank  
Economics & Business '97

**Description:** Host is President of Eastern Bank, the oldest and largest Mutual Bank in America. In this role, together with the CEO and Board of Directors, host is responsible for the strategic direction and overall success of the $11B organization, with the focus on serving three primary constituents: Customers, Colleagues and Community. Eastern Bank also owns Eastern Insurance Group, the largest Personal Lines agency in MA and one of the top 50 agencies in the United States. EIG is led by a class of ’73 Lafayette alumna.

Externs will be exposed to a number of different areas within the bank. This exposure can also be customized based on their particular areas of interest. Some of these areas include: Retail Banking, Business Banking, Commercial Banking, Wealth Management, Mortgage Banking, Finance, Human Resources, Insurance, etc.

**Special Requirements:** Juniors or Seniors with interest in the finance industry and/or interest working in the Boston market.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13**  
**Housing Available?** No
NC, Charlotte

# 1288 Managing Director, Public Securities Finance
TIAA/Nuveen

Office of the CFO
Economics & Business ’06

Description: Host oversees and manages the investment accounting department overseeing $750B in assets. The team is responsible for Mutual Funds, Variable Annuities and a large insurance general account. The team is focused on public fixed income and equity securities. This includes participating in operational meetings, valuation meetings, and product launch meetings. Additional duties include managing staffing, expense administration, vendor relationships and external audit relationships. The transactional accounting has been outsourced to a third party so vendor management is a large part of the host’s responsibilities.

The Extern will learn about investment accounting, investment products, GAAP and Statutory Accounting, and the Valuation of Securities. In addition, the Extern will observe collaborative team processes with the Investment Managers, Middle Office, Risk Management, and other areas of Finance.

Special Requirements: Junior or Senior; length of externship can be up to 5 days; housing availability will vary based on host’s spouse (who is also hosting externs).

# of day(s): 2 Week(s) of Jan 6, Jan 13, Jan 20 Housing Available? Yes

NJ, Parsippany

# 73 Senior Director Retirement Plan Services
Principal Financial Group
Economics & Business ’84

Description: The Principal Financial Group is nationally known for investment management and a provider of 401k retirement plans, mutual funds, and Insurance.

Observe sales and service of corporate sponsored retirement plans such as 401K to small and medium-sized businesses.

Special Requirements: Interest in consulting, sales, and service.

# of day(s): 1 Week(s) of Jan 20 Housing Available? No

NJ, Westwood

# 173 Principal and Wealth Manager Modera Wealth Management, LLC
Government & Law ’90

Description: Modera Wealth Management, LLC is a fee-only wealth management firm. Modera works with individuals, families, trusts, institutions, and philanthropic organizations to build customized plans and portfolios in their best interests. We provide objective advice, personal attention, and comprehensive resources to help our clients reach their unique goals. Extern will observe a principal/wealth manager and financial advisor in their day-to-day activities of servicing their clients. Activities will range from meeting in person with clients to answering calls and emails and participating in internal meetings.

Special Requirements: Student with an interest in the wealth management field and personal finance.

# of day(s): 3 Week(s) of Jan 13, Jan 20 Housing Available? No
<table>
<thead>
<tr>
<th>Location</th>
<th>Position</th>
<th>Company</th>
<th>Special Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>NY, New York</td>
<td>Director, Equity Sales</td>
<td>Bank of America Merrill Lynch</td>
<td>Sophomore with interest in finance who is sociable, likes a high energy environment, is hungry, and a hardworker. Economics major or student with direct exposure to field of finance preferred.</td>
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<tr>
<td># 1088</td>
<td></td>
<td>Global Banking &amp; Markets</td>
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<td>Economics '07</td>
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<td></td>
<td>Description:</td>
<td></td>
<td>Host is responsible for: 1) Equity sales for Institutional Investors (Mutual Fund and Hedge Funds); 2) Focusing on European and other International Markets; and 3) Within 'Sales and Trading', this is a Sales role (relationship building, networking, stock ideas, etc). Extern will learn/observe: 1) Day to day activities on an equities trading floor, 2) US &amp; International markets, 3) Morning calls with Research and Sales, 4) Stock broking, and 5) Potentially a meeting with an analyst/company.</td>
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<td># of day(s): 1</td>
<td>Week(s) of Jan 6</td>
<td>Housing Available? No</td>
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<tr>
<td>NY, New York</td>
<td>Director</td>
<td>Barclays</td>
<td>Sophomores with an interest in Finance. A phone interview may be required for this opportunity.</td>
</tr>
<tr>
<td># 854</td>
<td>Prime Services-Equity Finance Sales</td>
<td>Economics &amp; Business '08</td>
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<tr>
<td></td>
<td>Description:</td>
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<td>Host will arrange a rotation throughout the investment bank, mainly in sales and trading. Externs will receive an overview of the firm and different career paths in Capital Markets.</td>
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<td># of day(s): 1</td>
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<tr>
<td>NY, New York</td>
<td>Vice President Finance, Comcast</td>
<td>FreeWheel, a Comcast Company</td>
<td>The most ideal candidate will be interested in finance and accounting and/or the media industry. Strong analytical and interpersonal skills are important.</td>
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<tr>
<td># 1229</td>
<td>Finance</td>
<td>Mathematics &amp; Economics '92</td>
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<td></td>
<td>Description:</td>
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<td>Host was previously the CFO of Visible World, a TV advertising technology company purchased by Comcast in 2015. Since the acquisition, host leads the finance function for a small business unit at Comcast. Our business unit is part of FreeWheel and offers programmatic linear and digital video advertising solutions. Host manages all aspects of finance for the group, including reporting, forecasting and budgeting, accounting, sales support and commissions calculations, invoicing, credit, collections, business case development, pricing and mergers and acquisition support. Host has a team in New York and in Paris. During the externship, students will be able to observe the day to day activities of a business unit CFO, become familiar with a corporate work environment, meet with professionals across multiple disciplines, including finance, sales, human resources, account management and operations and speak with recent Comcast hires to gain an understanding of entry level positions.</td>
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<td># of day(s): 2</td>
<td>Week(s) of Jan 13</td>
<td>Housing Available? No</td>
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</tbody>
</table>
**NY, New York**

**# 1257  Vice President, Regional Manager**

**Hiscox**

**Professional Risks**

Insurance Underwriting Government & Law '08

**Description:** Host oversees and manages a team of seven Professional Liability underwriters responsible for the Northeast Region of the US. This includes developing a strategy to ensure team reaches our annual production goals, developing a strategy for cultivating and developing profitable relationships with insurance brokers, and managing and developing the careers of team members.

The extern will learn about the insurance industry, insurance underwriting, marketing, strategy development, and career development. They will be able to observe and shadow underwriters and observe team collaboration.

**Special Requirements:** Junior or Senior

**# of day(s):** 3  Week(s) of Jan 6, Jan 13, Jan 20  Housing Available? No

**NY, New York**

**# 1248  Investment Banker**

**Houlihan Lokey**

**Mechanical Engineering '05**

**Description:** Extern will gain insight into the daily workings of an investment bank. Extern will have the opportunity to sit in on the deal process and gain access to senior bankers at the firm.

**Special Requirements:** Sophomore with demonstrated interest in finance, investment banking.

**# of day(s):** 2  Week(s) of Jan 20  Housing Available? No

**NY, New York**

**# 428  Managing Director**

**JP Morgan Chase Bank**

**Network Management**

Psychology '86

**Description:** Network Management is responsible for engaging and managing correspondent banks for the firm, which are used to settle transactions throughout the world. These can include standard wiring of funds and the custody of securities.

**Special Requirements:** Sophomore, Junior, or Senior liberal arts major (Economics majors will NOT be considered) interested in the finance industry.

**# of day(s):** 3  Week(s) of Jan 6, Jan 13, Jan 20  Housing Available? No

**NY, New York**

**# 1149  Chief Investment Officer**

**Lafayette College**

**Investment Office**

Friend

**Description:** The Investment Office is responsible for investing the College's endowment. In consultation with the Board's Investment Committee, we set asset allocation and then source, diligence, and select external investment managers. The Extern will learn about how a college endowment investment office functions.

Externship is scheduled to take place 1/14-1/17.

**Special Requirements:** Sophomore or Junior with a keen interest in investment management.

**# of day(s):** 4  Week(s) of Jan 13  Housing Available? No
**NY, New York**

**# 314 Managing Director**
**Merrill Lynch**

**Wealth Management**
**Economics & Business ’79**

**Description:** The Extern will observe investing in stocks, bonds, mutual funds, alternative investments, and relationship management. Host provides financial advice to high net worth clients.

**Special Requirements:** Sophomore or Junior Math or Economics major with an interest in the financial services industry, investments, sales.

**# of day(s):** 2  
**Week(s) of Jan 6**  
**Housing Available? No**

**NY, New York**

**# 924 Executive Director, Institutional Equities**
**Morgan Stanley**

**Prime Brokerage**
**Economics & Business ’99**

**Description:** Business Consulting is a group within Prime Brokerage, which is responsible for managing the entire “Go-Live” process for new Prime Brokerage clients, deploying all Morgan Stanley Prime Brokerage and firm product offerings. The Business Consultant team serves as the conduit between the hedge fund and Morgan Stanley, coordinating all activities required to get a new client ready to start trading. This position requires strong relationship management, organizational, and communication skills. Externs will observe and assist the Business Consulting team in their principal duties: work closely with the Prime Brokerage Sales team members to win business and transition new business from the sales stage to the go-live (trading) stage of a client’s life cycle; identify legal entities and the products to be traded, and request appropriate documentation based on specific client needs; create project timelines to track issues and goals, to achieve go-live deadlines; build relationships with key decision makers at the client; communicate with client daily, and schedule frequent visits; introduce and implement Prime Brokerage technology and services to clients, as appropriate.

**Special Requirements:** A Junior with strong interpersonal and communication skills, the ability to prioritize assignments and to coordinate multiple initiatives simultaneously. Sophomore may be considered.

**# of day(s):** 2  
**Week(s) of Jan 13**  
**Housing Available? No**

**NY, New York**

**# 898 Managing Director**
**Morgan Stanley**

**Institutional Equity Division**
**Math & Economics ’97**

**Description:** Extern will observe a typical day in a Sales and Trading organization. Host will arrange for the extern to get exposure to sales, trading, risk management, compliance and prime brokerage functions by shadowing different employees.

**Special Requirements:** Sophomores only. Externship is scheduled to take place the week of January 20th, but student should have flexibility in scheduling to adapt to host’s calendar.

**# of day(s):** 1  
**Week(s) of Jan 20**  
**Housing Available? No**
<table>
<thead>
<tr>
<th>Location</th>
<th>Job Title</th>
<th>Company</th>
<th>Description</th>
<th>Special Requirements</th>
<th># of days</th>
<th>Housing Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NY, New York</strong></td>
<td># 1151 Head of Product Management</td>
<td>MUFG Union Bank, N.A.</td>
<td>Trade Finance, North America &amp; Transaction Banking - Americas</td>
<td>Host's role is in supporting the Global Trade Finance needs of their clients. The Extern will observe how banks can assist importers and exporters buy and sell more goods and services.</td>
<td>Week(s) of Jan 6, Jan 13, Jan 20</td>
<td>No</td>
</tr>
<tr>
<td><strong>NY, New York</strong></td>
<td># 940 Financial Advisor</td>
<td>The Izzo Group, Merrill Lynch Global Wealth Management</td>
<td>Wealth Management</td>
<td>Host's department provides private banking and wealth management for individuals; services span investment management, retirement planning, corporate banking solutions, estate planning and liability management. The Externs will observe how to provide outstanding client service, and how to organize, develop, and run a business.</td>
<td>Sophomores and Juniors with strong organizational and relationship management skills.</td>
<td>3</td>
</tr>
<tr>
<td><strong>NY, New York</strong></td>
<td># 1289 Analyst</td>
<td>UBS</td>
<td>Global Banking</td>
<td>Externs will be hosted by two Lafayette alumnae. Externs will connect with speakers from all areas of UBS, complete a project activity, have opportunities to network, and conduct informational sessions with Human Resources regarding how to get involved at UBS.</td>
<td>Extern MUST have 3.0 GPA and meet requirements for GTP/Intern program (<a href="https://www.ubs.com/global/en/about_ubs/careers/students-and-graduates/graduate-talent-program/americas.html">https://www.ubs.com/global/en/about_ubs/careers/students-and-graduates/graduate-talent-program/americas.html</a>).</td>
<td>2</td>
</tr>
</tbody>
</table>
NY, White Plains

# 1090 Life Insurance & Investments TrueNorth Financial Solutions

Business Development Economics & Business ’00

Description: Host holds a business development role for an insurance agency and financial advisory firm. Responsibilities include life insurance advisory, investment specialist and financial advisor recruitment. Also a member of the management committee, host contributes to strategic planning and project management.

Externs will learn the inner-workings of a financial advisory agency in the career channel of National Life Group, a $38B AUM Vermont-based life insurance and retirement solutions provider. Past externs have found summer opportunities with TrueNorth and with The National Life Group.

Special Requirements: Juniors and Seniors with an interest in financial services, specifically a sales role or, more generally, an insurance industry role (actuary, underwriting, etc.). Sophomores may be considered.

# of day(s): 2 Week(s) of Jan 13 Housing Available? No

PA, Allentown

# 836 Owner One Financial Services

Description: Host’s firm is small, consisting of two owners, two non-owner investment / wealth advisors, and nine support staff. Firm’s environment will give the Extern a glimpse of working for a smaller company. There will be an opportunity to participate in client meetings, where information is provided about a client’s portfolio, such as asset allocation, investment results, and overall economic and market updates. Clients often have pressing issues and seek our guidance in their decision making such as deciding if they should refinance, if they can afford to retire, if they can afford to make a gift, etc. No client situation is the same and it is a privilege to have a client share their fears and worries with us with our desire being to help them in any way we can. In addition to managing client assets we also offer insurance products such as life, disability, and long term care insurance. Host is also a CPA and we prepare approximately 300 individual or business income tax returns for our clients each year. Extern will also have the chance to sit with other support staff and learn about the various duties performed to help the advisors as well as marketing of the firm.

# of day(s): 3 Week(s) of Jan 6, Jan 13, Jan 20 Housing Available? Yes
Description: Host works in the Compliance Department at the financial firm Vanguard and is in charge of education and training for our employees, who are internally called crew members. The financial industry is a highly regulated area and the groups that oversee these industries are called the SEC and FINRA. The Compliance department's mission is ensure Vanguard and its crew members understand the regulations and how to conduct their work in a fair and just manner to protect investors. The duties of the Education and Training team are to produce legal and compliance training for the crew members.

The Extern will learn about the finance industry and the regulations that govern its practices. There will be opportunities to meet with a wide range of crew members at Vanguard and learn about their career journeys.

The ideal extern will have an interest in legal matters and ensuring employees comply with rules and regulations to protect the company and its clients. A broad understanding of the financial industry would also be helpful. The students will need to have strong communication skills, as they will meet with a wide range of legal and compliance employees. They should come to this externship prepared to learn, be engaged, and form connections.

Special Requirements: Junior or Senior; Externship will take place 1/13-15/20. Work hours are 8:30a-5p, but there may be after work events the extern can attend.

# of day(s): 3  Week(s) of Jan 13  Housing Available? No

PA, Oaks

# 368  Multiple Roles  SEI

Description: SEI is a leading global provider of asset management, investment processing, and investment operations solutions for institutional and personal wealth management. They help professional wealth managers, institutional investors and private investors create and manage wealth -- and enable their long-term success by providing solutions that are both comprehensive and innovative.

The Externs will have a two day experience during which students will be able to participate in several activities. There will be an orientation and organization overview, a tour of the campus and our renowned art collection, presentations from department leaders, a job shadow opportunity, and mini case study project.

Special Requirements: Sophomores and Juniors. *THIS EXTERNSHIP WILL LIKELY TAKE PLACE JANUARY 8-9, 2020.*

# of day(s): 2  Week(s) of Jan 6  Housing Available? No

PA, Whitehall

# 811  Managing Partner  KMJ Financial Group, LLC

Description: Host provides financial services to families and business owners to develop a highly customized investment portfolio using multi-asset strategies. Extern will have the ability to learn the basic foundation of interpreting financial goals for clients, along with the various investment strategies used to incorporate those goals into portfolios.

Special Requirements: Sophomore or Junior with knowledge of the fundamentals of investing; economics major a focus.

# of day(s): 3  Week(s) of Jan 6, Jan 13, Jan 20  Housing Available? No
### CO, Denver

<table>
<thead>
<tr>
<th># 1305</th>
<th>SVP &amp; Chief Strategy Officer</th>
<th>Colorado Hospital Association</th>
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<td>History/Gov &amp; Law '04</td>
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</table>

**Description:** Host overseas government relations for an association of hospitals covering the entire state of Colorado - numbering over 110 members from small, rural facilities to large health systems. The extern will observe and participate in advocacy activities of the Association during the initial weeks of the 2020 Colorado state legislative session, learning about health policy, association management, effective advocacy strategies, communications, and lobbying elected officials.

**Special Requirements:** Junior or Senior with demonstrated interest in government, law, public policy, public affairs, or healthcare. Length of externship is flexible.

**# of day(s):** 4  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

### DC, Washington

<table>
<thead>
<tr>
<th># 144</th>
<th>VP, US Healthcare Government &amp; Public Affairs</th>
<th>EMD Serono Government &amp; Public Affairs</th>
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<tr>
<td></td>
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<td>Gov &amp; Law/International Affairs '93</td>
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</table>

**Description:** Host leads the US Govt. & Public Affairs team, where she oversees federal, state, policy and alliance development activities for EMD Serono - the U.S. healthcare division of Merck KGaA. The Extern will observe Government & Public Affairs strategies and tactics (federal, state and patient advocacy). Activities include lobbying, policy development, and patient advocacy.

**Special Requirements:** A Junior or Senior with an interest in Federal Government, legislation, or policy.

**# of day(s):** 3  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** No
# 687 Executive Vice President for Government Relations and Public Policy  
**National Association for Behavioral Healthcare**

**Description:** The National Association for Behavioral Healthcare (NABH) advocates for behavioral healthcare and represents provider systems that are committed to delivering responsive, accountable, and clinically effective prevention, treatment, and care for children, adolescents, adults, and older adults with mental and substance use disorders. Its members are behavioral healthcare provider organizations that own or manage more than 1,000 specialty psychiatric hospitals, general hospital psychiatric and addiction treatment units and behavioral healthcare divisions, residential treatment facilities, youth services organizations, and extensive outpatient networks. The association was founded in 1933.

The NABH Executive Vice President for Government Relations and Public Policy serves as the association’s principal lobbyist, oversees the association’s advocacy work on Capitol Hill, and helps to set and implement strategic policy goals that support high-quality, evidence-based behavioral healthcare for Americans living with mental and substance use disorders. The EVP works with and coordinates NABH’s advocacy initiatives with patient and provider groups, regulators, public and private payers and trade associations. Depending on the legislative schedule, externs can expect to attend internal association planning/strategy meetings, coalition meetings, Hill hearing and mark ups, agency briefings, and other external events. In addition, externs can expect to shadow the host to meetings with House/Senate personal office staff, committee staff, Congressmen/Senators from both political parties and executive branch officers. Externs will also have the opportunity to meet one on one with the Directors of the Association, with Executives from other trade associations, Congressional Support Offices, fund raisers, research analysts and other professionals as available. The intent of the externship is to provide insight into Government Relations and Advocacy as a career opportunity as well as identifying the many areas of professional opportunity available in Washington DC. IMPORTANT: Students MUST be available all three weeks of program to allow for host to schedule experience based on the Congressional schedule. Host will schedule externship at a time that allows students to engage with legislators/staff/executives.

**Special Requirements:** A general interest in Government Relations, Political Science, Advocacy, or the political process is helpful. Interest in behavioral healthcare and/or healthcare in general is also helpful.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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# 1223 Managing Partner  
**Winning Strategies Washington**

**Description:** WSW externships involve working closely with the Principals and Partners at WSW on a range of tasks – both administrative and substantive. Substantive responsibilities may include a broad range of activities, such as monitoring Congressional hearings, conducting legislative research, working on social media projects, analyzing legislation, and coordinating and attending events for Members of Congress. WSW externs are also encouraged to attend events on Capitol Hill and often experience other opportunities to interact with elected officials. On a day to day, the partners of the firm present to clients, meet with members of Congress and conduct conference calls to check in with clients.

**Special Requirements:** An interest in government relations or government.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**MA, Boston**

# 789 State Representative Massachusetts House of Representatives

**Government & Law '86**

**Description:** The host represents the citizens of the 32nd Middlesex District, which includes the City of Melrose and the Town of Wakefield, and Chairs the Joint Committee on Labor and Workforce Development. The Externs will gain exposure to all aspects of state politics and government. Activities include serving constituents, reviewing and drafting legislation and amendments, and observing the legislative process in Massachusetts.

**IMPORTANT NOTE:** Host's title and organization may change due to November 5th elections. Students will be notified if the host's role has changed prior to being matched.

**Special Requirements:** Students should have flexibility all three program weeks in the event host's position and availability shifts.

| # of day(s): | 2 | Week(s) of Jan 20 | Housing Available? | No |

**MD, Upper Marlboro**

# 251 Prince George's County Council Member Prince George's County Council

**Council District 4 History/Gov & Law '89**

**Description:** The Prince George's County Council is the nine member elected legislative branch of the second largest jurisdiction in the State of Maryland in the Washington, DC region. It is responsible for all legislative and policy matters, including passage of legislation, oversight of County agencies & operations, approval of the County's $3.2 billion budget, and land-use responsibilities for over 900,000 County residents. The Externs will observe and participate in the daily operations of County government and the 4th Council District office.

**Special Requirements:** Interest in Government/Law, writing & research, and public speaking.

| # of day(s): | 3 | Week(s) of Jan 20 | Housing Available? | No |

**PA, Bethlehem**

# 1259 Senior Manager, Community Affairs Olympus Corporation of the Americas

**Corporate Communications, Public Affairs Art '05**

**Description:** Host is responsible for creation, implementation and maintenance of Olympus' Corporate Philanthropy, Community Relations and Corporate Sponsorship programs throughout North and South America (though primarily across the United States). This includes collaborating with key internal stakeholders throughout the organization to create initiatives with qualified charitable organizations and community partners that complement our global purpose, company values and overall business objectives. These programs create opportunities to tell the Olympus True to Life story, strengthen our brand, enhance our corporate reputation, foster employee engagement and drive meaningful impact in the communities in which Olympus employees live and work. Host serves as both an internal and external expert resource and champion for Olympus Community Affairs programs.

The Extern will learn about developing and implementing strategic plans for Olympus' Corporate Philanthropy (non-grant) national and local programs as well as managing and maintaining positive strategic relationships. In addition, the Extern will develop an understanding of Olympus' business strategy, objectives and policies across all business divisions with emphasis on medical device, patient care and health care.

**Special Requirements:** Eagerness to learn and understand community and government relations from a corporate standpoint.

| # of day(s): | 4 | Week(s) of Jan 6, Jan 13, Jan 20 | Housing Available? | No |
### CT, New Haven

#### # 1204 PhD Student

**Geology and Geophysics**

**Yale University**

**Geology/Self-Designed Major '17**

**Description:**

Students will have the opportunity to attend classes, meet with professors and graduate students, tour facilities, work on a short research brief, and gain insights into the structure and daily routine of a PhD program. Host's research focuses on paleobiology, but students with interests in geology, ecology, and biology can be accommodated. It is important to note that graduate programs are often fully funded, and thus offer the chance to get paid to study.

Students should be broadly interested in geology and/or biology. Ideally, applicants should be self-motivated, curious, critical-thinkers, and excited to pursue investigations into the natural world. First-generation college students, and those from under-represented backgrounds, are especially encouraged to apply.

**Special Requirements:**

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<th># of day(s)</th>
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<th>Housing Available?</th>
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<td>2</td>
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<td>No</td>
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</table>

### DC, VIRTUAL/Washington

#### # 1294 Graduate Student - International Affairs

**Middle East Studies & Strategic Studies**

**Johns Hopkins School of Advanced International Studies**

**History '18**

**Description:**

The Host is a second-year M.A. student at Johns Hopkins School of Advanced International Studies (SAIS) concentrating in Middle East Studies and Strategic Studies. The Host takes a diverse range of classes from international economics courses to "the Wars of Al Qa'ida and ISIS" to comparative politics. The Host also participates in a range of career workshops provided by SAIS such as federal government department recruiting, internships in DC with think tanks and government departments, and skills courses provided by the school.

This will be a virtual externship experience due to scheduling conflicts with the possibility to meet at a later time. The Extern will learn about what it's like to attend graduate school, receive application help, discuss scholarship opportunities, and discuss careers after graduate school. Externs will be able to receive mentorship on going to graduate school after Lafayette.

Students with an interest in international affairs or international economics would be preferred (rather than someone looking to go to graduate school for psychology per se) but does not need to be an International Affairs major. Economics, History, IA, Government and Law, and Religious Studies majors are most likely to be pursuing a program like SAIS. Interest in working in international affairs realm after graduate school also preferred.

**Special Requirements:**

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<th># of day(s)</th>
<th>Week(s) of Jan 20</th>
<th>Housing Available?</th>
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<tbody>
<tr>
<td>1</td>
<td></td>
<td>No</td>
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</table>
**DC, Washington**

**# 1263**  
**PhD Student**  
Interdisciplinary Program in Neuroscience  
**Georgetown University**  
Mathematics/Neuroscience '18  

**Description:** Host is a second year PhD student in Georgetown’s Interdisciplinary Program in Neuroscience, studying developmental cognitive neuroscience. Specifically, research using functional magnetic resonance imaging (fMRI) is carried out in lab (Center for the Study of Learning, directed by Dr. Guinevere Eden), investigating the neural correlates of visual motion processing deficits in the learning disabilities dyslexia and dyscalculia. Other members of the lab study topics including these disabilities, reading and math cognition more generally, bilingualism, and executive function. Other members of the program study various other cognitive as well as cellular, molecular, and systems level topics in the context of a range of neurological disorders as well as understanding typical function.

Depending on the days visiting, the extern would have the opportunity to attend classes with the host. Student and invited speaker seminars and journal clubs (on topics such as cognitive neuroimaging methods, neural injury & plasticity, and brain & language) occur throughout the week. The extern would most likely be able to attend classes with another student if their interests are more matched and to speak with professors who are available. This externship could give context for what a day in the life of a graduate student is really like.

**Special Requirements:** Externship may run 2-4 days depending on student interest. Housing includes a pull-out couch. Host has a cat, so provided housing might not be a fit for students with allergies.

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** Yes

**DC, Washington**

**# 1293**  
**Medical Student**  
School of Medicine  
**Georgetown University**  
Neuroscience '17  

**Description:** Host is a first year medical student at Georgetown University’s School of Medicine. A typical day for the host involves attending class in the morning (9 AM - 12 PM), and attending extra-curricular learning activities to solidify the material in the afternoons.

The Extern will hopefully learn about a "day in the life of a medical student" and the typical workload of medical school. Additionally, the host can put the extern in touch with individuals in the admissions department, professors, or administrators to gain more information.

The host is also an MD/PhD candidate, so in addition to providing guidance into the medical school world, he will also be able to provide guidance on the process for those interested in the career of a physician-scientist or having a career that fuses medicine and science. Additionally, the Extern will also have the opportunity to speak to many individuals in the host’s medical class to learn what a successful medical school applicant looks like.

**IMPORTANT:** Students should have a STRONG interest in applying to medical school, but have NOT yet applied, as this opportunity is meant to help those who are considering applying to medical school. As a reminder, the host is an MD/PhD student, but has not begun his PhD program yet, so he will not be able to provide much insight into the life of a PhD student as of now.

Because of the flexible nature of this externship, interested students should come with ideas and discuss them with the host to make the most out of this experience.

**Special Requirements:** Extern should have flexible schedule as host's class calendar has not yet been set. Extern should have flexibility to work with host to schedule days that will offer the most robust experience. Housing entails couch in host’s residence.

**# of day(s):** 3  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** Yes
### MA, Waltham

<table>
<thead>
<tr>
<th>#</th>
<th>PhD Candidate</th>
<th>University</th>
</tr>
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<tbody>
<tr>
<td>1210</td>
<td>Host is a third year neuroscience PhD candidate in the lab of Dr. Avital Rodal at Brandeis University. The lab studies membrane trafficking. We aim to understand how a specific set of membrane-remodeling machinery regulates the packaging and release of extracellular vesicles (EVs) in neurons. EVs are small membrane-bound compartments that can rid a cell of unwanted contents or transfer molecules between cells for communication. One of the cargoes that is transported in EVs is APP (Amyloid precursor protein), which can be cleaved into the harmful Amyloid Beta fragment that is found in plaques in Alzheimer’s disease. We address these questions using fruit flies as a model system using mostly genetics and microscopy techniques. Students may observe many techniques including basic fly maintenance, fly larval dissections, cell culture, and microscopy. Further, they will attend class, lab meetings, and seminars with host. They will also observe how scientific and academic mentoring occur between a graduate student and an undergraduate. The student will also talk to various other members of the lab and PhD candidates in different labs to learn about the variety of positions available in an academic lab, the process of applying to graduate school in the sciences, and how we made the decision to go into science. Students should be considering graduate school and use this opportunity to assess whether it would be a good fit for them. Students should have some neuroscience coursework by this point in order to follow along with classes and seminars we will attend and to gain at least a basic understanding of what the lab does. Ideally, the student will have some exposure to research/lab environments, but this is not necessary.</td>
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<th># of day(s):</th>
<th>2</th>
<th>Week(s) of Jan 13, Jan 20</th>
<th>Housing Available?</th>
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<tbody>
<tr>
<td>1210</td>
<td>No</td>
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### MI, Ann Arbor

<table>
<thead>
<tr>
<th>#</th>
<th>Master of Public Health 2nd Year Student</th>
<th>University of Michigan</th>
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<tbody>
<tr>
<td>1270</td>
<td>Health Behavior and Health Education</td>
<td>Biology ’18</td>
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</table>

| Description: | The host is a current student at the University of Michigan School of Public Health pursuing a Master of Public Health (MPH) degree. The school has 6 individual departments each with a different public health specialty. The host is a student in the Health Behavior and Health Education Department with a specialty certificate in global health. The extern will have the opportunity to attend several courses with the host. There is also a possibility to set up meetings with professors. The extern will also have the opportunity to speak with different students about their experiences and receive advice for the application/admissions process. Students will receive a tour of the school of public health and the university at large. There is a potential opportunity for the student to attend a global health poster session. The host is also employed by the university health center as an alcohol and drug counselor and wellness coach and students can have the opportunity to sit-in and observe counseling sessions. Students will learn about two on-going research projects in global health in which the host is directly participating. One focuses on child malnutrition in Kenya and the other focuses on Diarrheal diseases in Ecuador. |

| Special Requirements: | Interest in the field of public health. |

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<th># of day(s):</th>
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<th>Week(s) of Jan 13, Jan 20</th>
<th>Housing Available?</th>
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<tbody>
<tr>
<td>1270</td>
<td>Yes</td>
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**PA, Philadelphia**

**# 1296**

Master of Behavioral and Decision Sciences (MBDS) Candidate

University of Pennsylvania

Neuroscience '15

**Description:** Host is a Master of Behavioral and Decision Sciences student at the University of Pennsylvania. From Penn’s website: "Penn’s Master of Behavioral and Decision Sciences (MBDS) is informed by contemporary theories and research methods of behavioral economics, decision sciences, network analysis and public policy. Our program equips students with theoretical and practical tools to address a variety of real-life problems."

The extern will be able to attend 1-2 classes with host and other lectures and meetings depending on scheduling. The extern will also have the opportunity to meet other students in the program who have a range of professional backgrounds and interests, including an ’06 Lafayette grad.

**Special Requirements:** Interest in or a desire to learn more about behavioral science/behavioral economics. Student should have flexibility to schedule according to host’s availability once class schedule is set.

**# of day(s):** 2

**Week(s) of Jan 20**

**Housing Available?** No

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**TN, Tullahoma**

**# 969**

Graduate Student & Research Assistant

Aerospace Engineering

University of Tennessee Space Institute

Mechanical Engineering '13

**Description:** Host is a full-time graduate student at the University of Tennessee Space Institute (UTSI) pursuing a PhD in Aerospace Engineering. Graduate projects have included aero-acoustics, plasma diagnostics, rocket trajectories, ground testing; host is doing work on shock wave/transitional boundary layer interactions for her dissertation. As a fully-funded student, host is a Graduate Research Assistant (GRA) and deeply involved in taking classes full time and active in both the campus and local community.

Externs will sit in on any classes of interest, get a tour of high-tech testing and experimental facilities, meet with professors and current students, and meet with the administration to learn about funding opportunities and the application process. This small campus boasts state of the art facilities, including 3 wind tunnels, a propulsion research facility, shaker tables, vacuum chambers, their own machine shop and more. The primary academic programs offered at UTSI are Mechanical, Aerospace, and Biomedical Engineering (MABE Department), Engineering Management, Flight Test Engineering, and Physics. In their Flight Test Engineering (FTE) program, UTSI has its own hanger with a fleet of planes at the local Tullahoma airport.

**# of day(s):** 2

**Week(s) of Jan 13, Jan 20**

**Housing Available?** Yes
<table>
<thead>
<tr>
<th>Location</th>
<th>#</th>
<th>Title</th>
<th>Institution</th>
<th>Department</th>
<th>Year</th>
<th>Description</th>
<th>Special Requirements</th>
<th># of day(s)</th>
<th>Week(s) of Jan</th>
<th>Housing Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA, Walnut Creek</td>
<td># 880</td>
<td>Veterinary Oncologist</td>
<td>VCA Encina Veterinary Medical Center</td>
<td>Biology '81</td>
<td>Host is a veterinary oncologist that works in a specialty, emergency, and general practice hospital in the East Bay area of San Francisco. Host sees patients (dogs and cats) for cancer diagnosis and treatment on Tuesday-Thursday and, occasionally, Fridays. Student can observe all aspects of veterinary care at a 24 hour, 7 days a week, specialty, emergency, and general practice hospital.</td>
<td>Specific interest in veterinary medicine required.</td>
<td>5</td>
<td>Jan 6, Jan 13, Jan 20</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>IL, Chicago</td>
<td># 1267</td>
<td>Physician</td>
<td>Shirley Ryan Ability Lab</td>
<td>Engineering '86</td>
<td>Host is a physician practicing rehabilitation medicine. Extern would have the opportunity to shadow doctors in both inpatient and outpatient rehabilitation settings. Or, if interested in allied health services, shadow physical therapy, occupational therapy or speech/language pathologists.</td>
<td></td>
<td>3</td>
<td>Jan 6</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>NC, Charlotte</td>
<td># 1209</td>
<td>Physician</td>
<td>Novant Health Randolph OB/GYN</td>
<td>Biology '06</td>
<td>This externship would provide the opportunity to shadow host's work as an Ob/Gyn. This would include office patients, observing surgeries and deliveries, with the opportunity to see the lifestyle as well as variety this field offers. Student must go through hospital approval/complete privacy agreement to be allowed to observe interactions with patients.</td>
<td>Availability may shift based on host's surgery/on-call schedule to maximize student experience - flexibility needed.</td>
<td>5</td>
<td>Jan 20</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>NJ, Bayonne</td>
<td># 628</td>
<td>Medical Doctor</td>
<td>Suczewski &amp; Suczewski MD</td>
<td>Parent '09</td>
<td>Primary Care, Internal Medicine. Host evaluates and treats patients in office and in Bayonne Medical Center. Experience will include office visits, hospital rounds and will provide Extern insight into what it is like to be a doctor, give the student a feel for what the medical profession is like, the demands of the job, and how basic sciences are necessary for building a foundation in the medical field.</td>
<td>Junior or Senior</td>
<td>3</td>
<td>Jan 6, Jan 13, Jan 20</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>
**NJ, Berkeley Heights**

<table>
<thead>
<tr>
<th># 992</th>
<th>Lead Physician Assistant</th>
<th>Summit Medical Group</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cardiology</td>
<td>Biology ’96</td>
</tr>
</tbody>
</table>

**Description:** As part of this exciting window into the healthcare world, externs will shadow physician assistants and other healthcare team members within Summit Medical Group’s multi-specialty private practice. Daily adventures include observing on hospital rounds, office visits, stress tests plus interactions with medical assistants, nurses and doctors to see what each piece of the healthcare team puzzle does on a daily basis. The program will end with a trip to watch live cardiac surgery from the Liberty Science Center’s "Live From the Cardiac Classroom" amphitheater. As a PA, the host's duties in the office include consultations, follow-ups and performing educational sessions, especially for certain high risk medications. In the cardiology department, PAs also perform exercise and nuclear stress tests. As needed, PAs collaborate with the physician team members if any questions or problems arise.

**Special Requirements:** Must provide proof of immunization status and flu vaccination. Enthusiasm, maturity and flexibility required. EXTERNSHIP WILL TAKE PLACE TUES.-FRI., JANUARY 14-17.

| # of day(s): 4 | Week(s) of Jan 13 | Housing Available? No |

**NJ, Columbia**

<table>
<thead>
<tr>
<th># 1236</th>
<th>Family Medicine Physician</th>
<th>Skylands Medical Group</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parent ’22</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** Host is a family medicine physician in private practice for the last 20 years in this rural Northwest New Jersey town about a half hour from the Lafayette campus. Students would observe a busy office setting with a variety of patient encounters ranging from management of chronic diseases like diabetes and hypertension to acute office emergencies to well child care. Students will get to discuss patients seen after each visit including approach to patient interviewing and physical examination techniques, differential diagnosis, and treatment plans.

**Special Requirements:** Student should possess a desire to learn more about the medical field.

| # of day(s): 5 | Week(s) of Jan 6, Jan 13, Jan 20 | Housing Available? No |

**NJ, Edison**

<table>
<thead>
<tr>
<th># 1111</th>
<th>Co-Director</th>
<th>Center for Advanced Reproductive Medicine &amp; Fertility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parent ’19</td>
<td></td>
</tr>
</tbody>
</table>

**Description:** This is a busy In Vitro Fertilization (IVF) clinic with 3 offices in Central NJ, located 65 minutes from Lafayette College. The team evaluates and treats couples experiencing infertility problems and has in-house IVF, hormone and andrology laboratories as well as ultrasound facilities in Edison, NJ. This would be a great experience for a pre-med student hoping to see what the real world of medical practice is like. The Extern could actively observe host and his partners consulting on patients and performing procedures to treat infertility, as well as observe what goes on in a modern IVF laboratory using the latest genetic techniques. Extern will attend meetings and may have an opportunity to present a short topic in the field, or perhaps a recent journal article. This could be a 2, 3, or 4 day externship experience depending on student interests.

| # of day(s): 4 | Week(s) of Jan 6, Jan 20 | Housing Available? No |
**NJ, Edison**

**# 1018**  
Gastroenterologist  
Gastroenterology Consultants  
Biology '79

**Description:** Host is a Gastroenterologist MD. Extern will shadow host during office hours and hospital rounds, observing physician-patient interactions and challenges in treating disease of the GI tract, liver, and pancreas.

**# of day(s):** 5  
Week(s) of Jan 13, Jan 20  
**Housing Available?** No

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**NJ, North Plainfield**

**# 466**  
Periodontist/Dental Implants  
David A. Goldberg, DMD  
Parent '11

**Description:** Host works in dental implant and periodontal surgery. Externs will observe and learn about dental implant and periodontal surgery, a private dental office, treatment planning and reading CT scans.

**# of day(s):** 3  
Week(s) of Jan 13, Jan 20  
**Housing Available?** No

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**NJ, Point Pleasant**

**# 748**  
Doctor of Chiropractic  
Coombs Chiropractic  
Biology '95

**Description:** Wellness is the next trillion dollar industry. Host's office is a Family Wellness Practice regularly adjusting ~200 patients per week ranging from newborn infants, pregnant moms, student athletes, weekend warriors and active seniors. Most people do not understand chiropractic. Chiropractors adjust the spine to remove "stuck" sprained and strained joints responsible for impeding electrical synapses in the Nervous System. Since the Nerve System's job is to control and regulate everything, improving spinal function has a direct effect on every system in the body, increasing vitality and quality of life.

**Special Requirements:** Juniors or Seniors with a keen and sincere interest in helping change people's lives, a willingness and desire to stretch your comfort zone and the genuine curiosity of an open mind to understanding how the body truly works!

**# of day(s):** 3  
Week(s) of Jan 6, Jan 13, Jan 20  
**Housing Available?** Yes

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**NJ, Somerset**

**# 350**  
Medical Doctor  
University Orthopedic Associates LLC  
Biology '77

**Description:** Students will observe the role of an Orthopedic Surgeon who specializes in foot/ankle and trauma.

**Special Requirements:** Juniors and Seniors with an interest in medicine/orthopedics.

**# of day(s):** 3  
Week(s) of Jan 20  
**Housing Available?** No

---

**NJ, Springfield**

**# 85**  
Dentist  
William Bohrod Dental  
Psychology '79

**Description:** Spend time in a high quality dental office focusing on general dentist practice, encompassing all aspects of dentistry.

**# of day(s):** 5  
Week(s) of Jan 6, Jan 13, Jan 20  
**Housing Available?** No
**NY, New York**

**# 950**

**Associate Professor of Neurological Surgery**  
Weill Cornell Medical College/Cornell University  
Neurological Surgery  
Parent '14  

**Description:** Host is a Board Certified Neurosurgeon and Neurologist specializing in treatment of brain and spinal tumors and in a specialized high tech neurosurgical procedure called Stereotactic Radiosurgery. Host does patient care and research that includes "clinical trials" (mostly testing new ways of treating brain cancer) and development of medical devices with teams of biomedical engineers. The student will learn about taking care of patients in a neurosurgeon's office and will participate in the office practice. They will observe radiosurgery procedures. They will learn about decisions that brain tumor doctors make and about human subjects research. They will also have an opportunity to discuss life in medicine in general and neurosurgery in particular.

**Special Requirements:** Students will need to complete a clearance process to be permitted to have contact with patients and should be prepared to adhere to rules regarding patient confidentiality. Student will need to purchase/borrow an inexpensive "doctor's white jacket".

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**NY, Syracuse**

**# 6**

**Physician**  
Urology  
Associated Medical Professionals  
Geology '78

**Description:** Host is considered a national and international authority in laparoscopic and robotic urological surgery and has been an active teacher in this area for over 20 years. His research and clinical interests have focused on robotic urological surgery. In addition, other clinical interests include minimally invasive treatment of benign prostatic hypertrophy (BPH) and the use of fibrin sealants in surgery. At the present time, host also serves as Chief of Urology at Crouse Hospital in Syracuse, New York. Student will observe surgery and see clinic patients.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**NY, Vestal**

**# 342**

**Physician**  
Gynecology  
UHS Vestal Gynecology  
Biology '80

**Description:** Host is also Class of 2010 and 2014 Parent.

This is primarily a surgical externship. Host is a gynecologic surgeon who sees patients in the office and operates 4 days each week. Student will see what it is like to be a female in a surgical field.

Extern should have a sincere interest in exploring surgery, and true Lafayette pride! Biology majors preferred.

**Special Requirements:** Sophomore or Junior female students due to the nature of practice. Extern MUST be flexible in scheduling a time for the experience that is convenient for both student and host.

**# of day(s):** 4  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** Yes

---

**NY, White Plains**

**# 1053**

**Physician**  
Maple Medical, LLP  
Parent '19

**Description:** Host is a physician who works doing internal medicine, pulmonary medicine, and critical care medicine involved in direct patient care. The Extern will observe what it is like to be a doctor.

**# of day(s):** 5  
**Week(s) of Jan 13**  
**Housing Available?** No
### NY, Yonkers

<table>
<thead>
<tr>
<th># 1284</th>
<th>Podiatrist</th>
<th>Westchester Podiatric Medicine, PC</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parent '23</td>
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</tbody>
</table>

**Description:** The Extern will learn about medical diagnoses, interventions, and the continuum of care process, as well as observe therapy, learn about the difference between therapies, and observe treatment for various conditions. In addition, the Extern will observe foot and wound care surgical procedures and strategies.

The Extern will shadow podiatrist certified by the American Board of Foot and Ankle Surgeons. Host has been in private practice for 35 years. Host is on the surgical staff of Saint Joseph’s Medical Center in Yonkers, NY and is one of the limb salvage surgeons at the Center for Advanced Wound Healing at Saint Joseph’s Medical Center.

**Special Requirements:** Student should be interested in a career in medicine.

**Housing Available?** Yes

**Week(s):** Jan 6, Jan 13, Jan 20

**# of day(s):** 5

### OH, Cleveland

<table>
<thead>
<tr>
<th># 574</th>
<th>Director, Transplant Institute</th>
<th>Case Western Reserve University School of Medicine</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Division Chief, Transplant and Hepatobiliary Surgery</td>
<td>Biology '83</td>
</tr>
</tbody>
</table>

**Description:** Host is also Class of 2016 Parent.

Host holds several positions, including the Director of the Transplant Institute and Division Chief of Transplant and Hepatobiliary Surgery at University Hospital’s Cleveland Medical Center. He is also a Professor of Surgery and the Vice Chair of Research within the Department of Surgery at Case Western Reserve University School of Medicine.

The Extern will observe transplant and general surgery, patient care, and bench research.

**Housing Available?** No

**Week(s):** Jan 13, Jan 20

**# of day(s):** 5
## OH, Columbus

**# 1242 Executive Director**

**Helping Hands Health and Wellness Center**

**Psychology ’12**

**Description:**
As the Executive Director of a small non-profit organization with only 5 staff, host does a little bit of everything. When an extern visits Helping Hands Health and Wellness Center, he/she will see everything from donor relationships to volunteer engagement to communication strategies to clinic operations.

The mission of the Helping Hands Health and Wellness Center is to provide medical care, health education, counseling and social services to those with needs. Helping Hands Health and Wellness Center is a 501(c)3 faith-based free medical clinic that serves uninsured and/or underinsured adult patients in the Columbus and Central Ohio regions. In 2018, the clinic provided 1,894 services to its patients. Helping Hands Health and Wellness Center runs two programs: the TB Skin Testing Program and the Free Care Program. The Free Care Program is the clinic’s signature program and operates every Thursday afternoon, beginning at 2 PM. During the Free Care Program, the organization offers Family Medicine care and Social Services care at no cost to patients. Additional services, such as chiropractic care, diabetes screenings, hypertension screenings, dental referrals, and others are offered based on volunteer availability. The Free Care Program serves an average of 20 patients each Thursday. The TB Skin Testing Program runs every Tuesday and is the only service the organization charges for ($8.00 donation from the patients to cover the cost of the TB serum).

The Franklin County Health Map (2016) identified access to care as one of the top 3 prioritized health needs in Franklin County. Helping Hands Health and Wellness Center recognizes the need for its services in the Columbus and Franklin County communities and strives to provide its patients with the best and most comprehensive care.

**Special Requirements:**
A student interested in non-profit work or medicine/healthcare will benefit. The organization’s offices are open Mondays through Thursdays with Thursday evenings being the most significant night.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

## PA, Bala Cynwyd

**# 939 Ophthalmologist**

**Ophthalmic Partners of PA**

**Neuroscience ’03**

**Description:**
Host diagnoses and treats eye disorders, as well as conducts routine vision exams. Host also performs cataract surgeries and corneal transplants.

Extern will see patients with host and learn that the eye can be a window into someone’s overall health, often showing evidence of diabetes, high blood pressure, or other medical problems. The extern will learn how to use equipment to evaluate the different parts of the eye. Additionally, the student may have the opportunity to observe eye surgery.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13**  
**Housing Available?** No

## PA, Danville

**# 186 Chairman, Department of Ophthalmology**

**Geisinger Health System**

**Biology ’82**

**Description:**
Host is the Department Chair. Extern will observe clinical patient exams, and laser and operating room procedures of the ophthalmology practice in a teaching setting.

**Special Requirements:**
Juniors and Seniors with an interest in medicine, specifically surgery or ophthalmology and the maturity to behave appropriately in the exam room when a patient is being examined.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**PA, Doylestown**

# 963  Senior Vice President  Hepatitis B Foundation  
Biology '96

**Description:** Host leads a team that conducts public health research, and designs programs to address hepatitis B and liver cancer. Host's team collects and analyzes data; designs, implements and evaluates interventions; and manages national and international partnerships to promote hepatitis B vaccination, testing, care and treatment. They work with patients, providers and community organizations. Students will attend meetings, have a chance to work with collected data, and speak with various partners. Students can also attend whatever seminars and lectures are at our Biotechnology Center during the times they are there, including visiting various labs.

**Special Requirements:** Interest in public health, biology, population health, and/or infectious diseases. Students should bring laptop if possible.

**# of day(s):** 2  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** No

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**PA, East Stroudsburg**

# 684  Physical Therapist/Owner  Laurie Samet Physical Therapy  
English '79

**Description:** The Externs will have the opportunity to observe a small physical therapist-owned outpatient orthopaedic physical therapy practice.

**Special Requirements:** For students who are pursuing admission to physical therapy school.

**# of day(s):** 5  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

---

**PA, Lansdale**

# 771  Physician  Abington-Lansdale Hospital  
American Studies '94

**Description:** Host is an emergency medicine physician in a community hospital setting. Her shifts vary-morning, afternoon, nights- as well as what she sees every day, including infants through geriatrics, illnesses and injuries. Abington-Lansdale is a smaller hospital, but gets a wide variety of patients with all sorts of problems. They are not a trauma center. Extern will shadow throughout shift in the ER, observing everything that occurs that day. Host will work with student to find shifts that fit his/her schedule and convenience.

**Special Requirements:** Student must be available at least two program weeks to allow for flexible scheduling of this opportunity.

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** Yes

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**PA, Plymouth Meeting**

# 729  Ophthalmologist  Thorp Bailey Weber Eye Associates Ltd.  
Biology '76

**Description:** Ophthalmology practice specializing in cataract surgery and complications of cataract surgery. The Extern will observe the medical practice and surgical procedures.

**Special Requirements:** Junior or Senior

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
### PA, Wynnewood

<table>
<thead>
<tr>
<th>#</th>
<th>Physician</th>
<th>Description</th>
<th>Special Requirements</th>
<th>No Housing Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td>759</td>
<td>Delaware Infectious Disease Associates</td>
<td>The Extern will observe various faces of clinical medicine as experienced by an Infectious Diseases Physician and his partners in a busy inpatient and outpatient setting in the Philadelphia area. If the Extern desires, an opportunity exists to observe the administrative work of the Chairman of an 800 member Department of Medicine across a health care system. Host's schedule was not yet set at time of registration; students should have flexibility to allow for scheduling with host. In the past the host has been able to accommodate all scheduled weeks in January.</td>
<td>Interest in a career in healthcare/medicine.</td>
<td>No</td>
</tr>
<tr>
<td>635</td>
<td>Endeavor Health/Lankenau Medical Center/MDVIP</td>
<td>Host is an Internal Medicine physician specializing in all aspects of primary care medicine, both in the outpatient and inpatient healthcare settings. The extern will learn about the basics of medical diagnosis and treatment. Host is affiliated with MDVIP, a national network of primary care physicians who focus on delivering personalized care, with an emphasis on prevention and wellness.</td>
<td></td>
<td>No</td>
</tr>
<tr>
<td>1046</td>
<td>Associates In Gastroenterology</td>
<td>Students will gain experience learning about the role of the Gastroenterologist in the field of medicine, including observing at a medical clinic.</td>
<td></td>
<td>No</td>
</tr>
</tbody>
</table>
**MA, South Easton**

**# 112** Attorney  
**Law Office of Joshua Werner**  
History '79

**Description:** Extern will gain an upfront look at what a trial attorney does on a daily basis. Students can attend trials, meet with and follow clients during trial, and watch courtroom procedures.

**Special Requirements:**
- Interest in law school.

# of day(s): 5  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No

**NJ, Hackensack**

**# 1066** Managing Partner  
**Hartmann Doherty Rosa Berman & Bulbulia, LLC**  
History '90

**Description:** Host's law firm specializes in commercial litigation and transactions. The Extern will observe court appearances and depositions.

**Special Requirements:**
- The week of January 6th is best week for host.

# of day(s): 5  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No

**NJ, Hackensack**

**# 1291** Founder & Attorney  
**Leopold Law LLC**  
Parent '23

**Description:** Host operates a full-service general practice law office. Host's main office is located in Hackensack NJ. Host handles mostly litigation matters that include family cases (divorce, custody, support), collection, real estate litigation (mortgage foreclosure, tenancy matters, etc.) and complex commercial litigation. The student would be given assignments and accompany host to hearings, depositions and meetings.

# of day(s): 5  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No

**NY, Bronx**

**# 1125** New York State Supreme Court Justice  
**New York State Courts**  
Bronx Supreme Court-Civil Term  
Parent '20

**Description:** Host is a judge in a trial court. His in-court work primarily consists of conducting hearings regarding the appointment of Guardians for people, mostly elderly, who are alleged to be incapacitated. In some months (not currently scheduled for this January), he conducts hearings at mental institutions regarding requests to retain or release patients or permit medication over their objection. At other times, along with a court attorney, host researches, discusses and writes decisions on motions and orders to show cause in a variety of other types of civil cases. Host also can discuss criminal practice with Externs, as he has many years of experience in criminal defense and prosecution, and some judicial experience in Criminal Court.

Externs will learn what goes into the argument of and the decision making in legal matters, as well as practical considerations in choosing the law as a career, navigating law school, choosing a practice area and preparing for a bar exam.

# of day(s): 2  
Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No
### NY, Bronx

<table>
<thead>
<tr>
<th>#</th>
<th>Position</th>
<th>Organization</th>
<th>Description</th>
<th>Special Requirements</th>
<th># of day(s)</th>
<th>Week(s)</th>
<th>Housing Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1254</td>
<td>Acting Supreme Court Justice</td>
<td>New York State Unified Court System</td>
<td>Host presides over a wide range of felony trials at New York State Supreme Court, Bronx County, Criminal Term. Students will be hosted in chambers, and will accompany judge to court proceedings. Students will receive an introduction to the New York State Court System. Externs will have the opportunity to observe pretrial hearings and trials.</td>
<td>Students should have an interest in the law, and intellectual curiosity.</td>
<td>5</td>
<td>6, 13, 20</td>
<td>No</td>
</tr>
</tbody>
</table>

### NY, New York

<table>
<thead>
<tr>
<th>#</th>
<th>Position</th>
<th>Organization</th>
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</thead>
<tbody>
<tr>
<td>1219</td>
<td>Legal Associate</td>
<td>Davidoff Law PLLC</td>
<td>Students will get an opportunity to see how a small law firm works. The firm practices both commercial litigation and criminal defense. Additionally, host will show an extern her law school and speak with them about that experience/arrange for them to shadow a student there.</td>
<td>Junior or Senior interested in law-going to law school.</td>
<td>3</td>
<td>13, 20</td>
<td>No</td>
</tr>
</tbody>
</table>

### NY, New York

<table>
<thead>
<tr>
<th>#</th>
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</thead>
<tbody>
<tr>
<td>104</td>
<td>Assistant District Attorney</td>
<td>Manhattan District Attorney's Office</td>
<td>Host handles prosecution of criminal cases in Manhattan. May have a chance to observe a trial.</td>
<td>Host's anticipated availability is the week of January 13, but could change. Students should have scheduling flexibility to coordinate opportunity with host.</td>
<td>3</td>
<td>13</td>
<td>No</td>
</tr>
</tbody>
</table>

### NY, New York

<table>
<thead>
<tr>
<th>#</th>
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</thead>
<tbody>
<tr>
<td>1102</td>
<td>Court Attorney-Referee</td>
<td>New York State Unified Court System</td>
<td>Host works for the Surrogates Court in NY (Manhattan) County, assisting the Surrogate Court judge in adjudicating and/or settling disputes involving estates and trusts. Externs will probably have an opportunity to observe court hearings and to speak with attorneys about the work they do in Surrogate’s Court. Host will talk with the Externs about specific high profile cases, and will try to arrange settlement conferences for them to observe during the externship.</td>
<td>Strong writing and reasoning skills.</td>
<td>2</td>
<td>6, 13, 20</td>
<td>No</td>
</tr>
</tbody>
</table>
**NY, New York**

### # 1135

**Description:**
The Appellate Division of the Supreme Court, First Judicial Department, is one of four intermediate appellate courts in the State, and holds jurisdiction over the Counties of New York and the Bronx. Appeals are taken to the Appellate Division, as a matter of right, in civil and criminal cases, from the Supreme Court, Surrogate’s Court, Family Court, and Court of Claims.

As a branch of the Supreme Court, the Appellate Division has broad powers to review questions of law and fact, and to make new findings of fact. It serves as the court of original jurisdiction in certain types of matters; other cases reach the Appellate Division after they have been reviewed by the Appellate Term, a lower appellate court. Since, with few exceptions, appeals to the Court of Appeals, the State’s highest court, are by permission only, the Appellate Division is the court of last resort in the majority of cases. Over 3,000 appeals, 6,000 motions, and 1,000 interim applications are determined each year. In addition, the Appellate Division admits roughly 3,000 new attorneys to the Bar each year, disciplines practicing lawyers, and otherwise exercises its judicial authority in Manhattan and the Bronx.

The Extern will have the opportunity to inquire of the Justice about her work and the legal profession in general, and observe argument of the court and discuss it with the Justice and her clerk. You may also have the opportunity to visit the N.Y.S. Supreme Court, observe a civil or criminal trial, and discuss the trial, legal issues, and career questions with the judge, clerk, and other lawyers.

**Special Requirements:**
Host's anticipated availability is the week of January 6, but could change. Students should have scheduling flexibility to coordinate opportunity with host.

### # of day(s): 2

Week(s) of Jan 6

### Housing Available? No

**PA, Allentown**

### # 852

**Description:**
Externs will observe how the Pennsylvania criminal or civil justice system operates by getting a unique behind-the-scenes look at the Lehigh County Court system. Externs will observe court proceedings, and will have the opportunity to interact with attorneys and court staff to learn about the courts. Please note: Courthouse is closed on January 1st and 20th.

**Special Requirements:**
Students who are considering law school or a career in the criminal justice system.

### # of day(s): 3

Week(s) of Jan 6, Jan 13, Jan 20

### Housing Available? No
Juvenile Probation Officer/Victim Advocate

Description: The Juvenile Justice system operates under the philosophy of balanced and restorative justice. This means that the juvenile offender, victim and community all receive balanced attention during the justice process. Victims and witnesses are important to balanced and restorative justice. Host’s responsibilities to a victim include assisting them through the juvenile process through constant communication and contact; explaining the juvenile process, and preparing them for and accompanying them in court. Other responsibilities include determining restitution and monitoring the collection process. Host also assist witnesses necessary to testify during the court process through constant communication and contact. Another responsibility as an advocate is to teach victim empathy classes to juvenile offenders as part of their probation conditions.

The extern will learn about the juvenile justice system, the role of the victim advocate and the role of other positions in Juvenile Court. The extern will be able to observe the court process by being in the courtroom during juvenile proceedings. The extern will have the opportunity to interact with other coworkers in the Juvenile Court to learn about their role in the juvenile process.

# of day(s): 2 Week(s) of Jan 6

Public Services Coordinator

Description: Externs will observe coordination of pro bono projects for 1,400 member bar association, working with low-income clients and attorney volunteers, and will learn about family law issues.

Special Requirements: Please present a professional appearance. Length of externship is flexible.

# of day(s): 5 Week(s) of Jan 13

Judge

Description: Externs will observe the workings of our legal system, with an opportunity to observe lawyers litigating in Court.

Special Requirements: Junior or Senior

# of day(s): 5 Week(s) of Jan 13, Jan 20

Housing Available? No
Manufacturing/Operations/Supply Chain

**CT, Bristol**

* # 994 President Novo Precision LLC
  * Mathematics & Economics '93

**Description:** This small manufacturing company supplies precision products for the medical and firearms industries, and engineers and builds machines for a variety of industries.

TheExtern will observe the overall business experience, be involved in engineering projects, and be involved in shop floor improvement activity. Host will tailor the experience to the successful candidate's learning objectives.

**Special Requirements:** Applicants should have a technical background (engineering a plus), and be eager to gain hands-on experience in shop floor improvement activity. Teamwork experience a plus!

* # of day(s): 5
  * Week(s) of Jan 13
  * Housing Available? No

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**PA, Allentown**

* # 1152 Reliability Engineer Air Products, Inc.
  * Operational Excellence Chemical Engineering '14

**Description:** Air Products is a large Industrial Gases company, serving many diverse industries with worldwide operations in over 50 countries. The equipment condition monitoring group works to improve equipment reliability by predicting equipment issues early, thus avoiding high maintenance costs and extended downtime. This is achieved by transforming operational plant data into actionable information through enhanced data analytics.

TheExtern will learn about the operation of different types of industrial gas plants, with a focus on reliable operation of rotating machinery. Extern will have the opportunity to network with other engineers and Lafayette alumni in different areas of the company (engineering and operations) to get a sense of the diversity of career paths within the industrial gas industry.

TheExtern should have an interest in programming, computational modeling, or in the operation and maintenance of large rotating machinery. Other interests such as process engineering or design can also be accommodated.

**Special Requirements:** Sophomore Mechanical Engineering or Chemical Engineering majors with a GPA of 3.0 or higher. Students must be eligible to work indefinitely in the United States.

* # of day(s): 2
  * Week(s) of Jan 6, Jan 13, Jan 20
  * Housing Available? Yes
PA, Doylestown

# 797 Director of Operations Dontech Inc.

Operations Neuroscience/Music ’04

## Description:
Dontech’s core purpose is to provide innovative solutions which enhance optical performance. Dontech designs and manufactures optical filters, precision thin film coated optics, and enhanced flat panel digital assemblies for military, medical, aerospace, and industrial applications. Externs may expect to receive a corporate overview, go on a facilities tour, and learn about many aspects of the business, which may include the following: quoting process and preliminary design, visual factory, special projects, materials and scheduling, precision optics, trace material flow, vacuum coating, screen printing, quality department flow, and touch screens. Externs may also expect to observe various engineering, production, and customer-specific meetings, as applicable. You will meet with several staff members to explore different engineering careers, including Dontech’s President, Lafayette Class of 1986, Electrical Engineering major, and Dontech’s Director of Operations, Lafayette Class of 2004, dual major in Neuroscience and Music. Of note, there is a chemistry lab on campus already, an engineering lab that is about to be dedicated within the Rockwell Integrated Science Center, and a Lafayette scholarship in memory of Dontech’s founder, Richard D. Paynton, Sr., Lafayette Class of 1952, Chemistry major.

## Special Requirements:
Seeking students with an interest in Dontech’s primary markets: military, medical, aerospace, or industrial. STUDENT MUST BE U.S. CITIZEN/PERMANENT RESIDENT.

### # of day(s): 2
### Week(s) of Jan 20
### Housing Available? No

TX, Spring

# 1146 Americas Packaging Supervisor ExxonMobil

Fuels and Lubricants Mechanical Engineering ’09

## Description:
Host manages the North and South American Supply Chain and Technical Standards for Packaging componentry. Host’s cross-functional team is responsible to drive rollout of new package SKUs to manufacturing locations, develop and lead qualification of next gen packaging, and maintain supply chain for primary and secondary packing (bottles, drums, etc.).

Host handles commercial relationships with suppliers, facilitates strategic/tactical planning for manufacturing sites, and provides technical guidance to the business.

The Extern will learn about the business, sit with leaders within the organization, and experience day-to-day activities. A degree in Engineering opens many doors.

## Special Requirements:
An engineering student who is outgoing, energetic, and has a team-oriented mindset.

### # of day(s): 3
### Week(s) of Jan 13, Jan 20
### Housing Available? No
Host is a Process Engineer working in the Manufacturing and Dispersion division of a large production facility. The engineer is responsible for the technical operation of the production area. He works with operators on the production floor and upper management to implement process improvements that increase productivity, decrease cycle time, generate yield/throughput, and improve safety. In addition to production and operations, this engineer is also involved with the chemical formulation of finished products, as well as the execution of Capital Projects in his area.

The Extern will be able to experience the typical work day of an engineer in a large manufacturing facility. They will be exposed to a variety of different business segments within the plant (i.e. Manufacturing/Production, Engineering, Quality Control, Supply Chain, Finance, Safety etc.) Depending on the interests of the Extern, there are also opportunities to learn about Project Engineering, and/or Lean Six Sigma.

**Special Requirements:** Sophomore or junior; interest in manufacturing, Lean Six Sigma, or Capital projects a plus.

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**Non-Profit Program & Business Administration**

### DC, Washington

#### # 1261 Washington Office Manager MAZON: A Jewish Response to Hunger

**French/Neuroscience '16**

**Description:** Host manages Washington, DC policy office of four staff members that focuses on anti-hunger advocacy, community education, and partnership grant making on the local level. This includes managing office operations, participating in policy strategy meetings, and preparing daily anti-hunger legislation and news brief. Additional duties include supporting interns, tracking MAZON’s media coverage, and managing all events out of the DC office ranging from Congressional briefings to Passover Seders, and conferences.

The Extern will get to learn about political strategy, collaborating between multiple offices, and how to advocate to Congress on issues. In addition, the Extern will get to speak with different staff members about the different components of advocacy work.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

### NY, Brooklyn

#### # 1087 Director of External Affairs ProjectArt

**Gov & Law/Women's & Gender Studies '13**

**Description:** Host oversees and manages a small fundraising and communications team at a non-profit that provides free after-school arts classes to children in divested communities nationwide. The job includes individual donor, corporate, and foundation research and outreach, writing and distributing press releases, and applying for grants.

Having worked at political nonprofits, nonpolitical nonprofits, and in the corporate sector, the extern will learn about the host’s experiences at each. The extern will not only learn about the fundraising and communications side of a nonprofit, but also about the program implementation from the host’s colleagues and have the opportunity visit a local library where the after-school classes take place.

**Special Requirements:** Interest in social justice, nonprofit, fundraising, development, and/or communications.

**# of day(s):** 2  
**Week(s) of Jan 13, Jan 20**  
**Housing Available?** Yes
NY, New York

# 1224 Regional Program Manager, Europe/Eurasia, Fulbright Programs
Fulbright Programs Division

Institute of International Education
Int'l Affairs/Russian & East Euro. Studies '08

Description: The Program Management Fulbright Student and Scholar Programs team oversees the administration of all components of the Fulbright Program at the Institute of International Education (IIE) on behalf of the U.S. Department of State’s Bureau of Educational and Cultural Affairs (ECA). The Fulbright Program, the flagship international educational exchange program sponsored by the U.S. government, is designed to increase mutual understanding between the people of the United States and the people of other countries. The Fulbright Program offers grants to study, teach and conduct research for U.S. citizens to go abroad and for non-U.S. citizens to come to the United States. The Program Management Fulbright Student and Scholar Programs team serves as the primary point of contact with ECA as well as a global network of Fulbright Bi-national Commissions and U.S. Embassies. Additionally, members of this team coordinate closely with colleagues across IIE to provide the services and support needed for the program and its participants.

Students will learn about the past-paced environment of an international NGO, become acquainted with important stakeholders in the field of international education, and observe how programs are effectively and consistently managed while meeting deliverables and sponsor needs.

Extern should possess the following interests and skills:
- Demonstrated administrative experience.
- Ability to work under pressure of continuing deadlines and to prioritize multiple tasks in a fast-paced environment.
- Ability to think creatively and work independently.
- Excellent oral and written communication skills.
- Strong organizational skills and excellent attention to detail
- Experience with or interest in international education and/or internationally focused non-profits.
- Experience with or interest in program management and/or financial management.

Special Requirements: Student MUST have flexibility to schedule with host due to visiting delegation dictating availability.

# of day(s): 2 Week(s) of Jan 20 Housing Available? No

PA, Allentown

# 1301 Executive Vice President
United Way of the Greater Lehigh Valley

Friend

Description: The Host co-leads the entire organization with the President. In addition she directly oversees the marketing and technology departments. Extern will have an opportunity to learn about organizational development, board governance, leadership, meeting facilitation and driving team collaboration. Fields of work include non-profit management and organizational leadership.

# of day(s): 2 Week(s) of Jan 6, Jan 13, Jan 20 Housing Available? No

PA, Allentown

# 1304 Relationship Manager
Resource Development
United Way of the Greater Lehigh Valley

Friend

Description: The Host solicits monetary gifts from employees through employers for the organization. The Extern will learn about compelling communication verbally over the phone or in person, and written via e-mail including one-to-one conversations as well as presentations to groups. The Extern will learn about fundraising and developing and maintaining business relationships. This Externship is likely to include out of office meetings which the Host will provide transportation to. Areas of career focus include fundraising, non-profit management, or sales.

# of day(s): 5 Week(s) of Jan 6, Jan 13, Jan 20 Housing Available? No
<table>
<thead>
<tr>
<th>#</th>
<th>Position</th>
<th>Organization</th>
<th>Friend</th>
<th>Address</th>
<th>Description</th>
<th># of day(s):</th>
<th>Week(s) of</th>
<th>Housing Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1302</td>
<td>Senior Director, Impact</td>
<td>United Way of the Greater Lehigh Valley</td>
<td></td>
<td>PA, Allentown</td>
<td>The Host leads impact operations and directly supervises the program initiative areas of food access, healthy aging and emergency services. Impact operations manages United Way's funding of partner agencies, assessing community conditions and results of programmatic investments. The Extern will learn about leading team collaborations and strategically driving system change that improves lives in our community. Career areas include: non-profit management and administration, public policy and advocacy, and social data and research.</td>
<td>3</td>
<td>Jan 6, Jan 13, Jan 20</td>
<td>No</td>
</tr>
<tr>
<td>1300</td>
<td>Manager, Education &amp; Impact</td>
<td>United Way of the Greater Lehigh Valley</td>
<td></td>
<td>PA, Allentown</td>
<td>Host supports the Education team through effective management of the AmeriCorps VISTA program and coordination support of the VP, Education. The Extern will learn about AmeriCorps VISTA compliance, recruitment and professional development as well as general office professional/administrative support tasks. Areas of work explored include management of human resources, general non-profit management and administration, and managing a federal or state funded social services program.</td>
<td>5</td>
<td>Jan 20</td>
<td>No</td>
</tr>
</tbody>
</table>
**Psychology/Social Work/Human Services**

**NH, Bristol**

**# 985 Outreach Worker**

**The Mayhew Program**

**English '12**

**Description:** The Mayhew Program is a community-based mentoring program that provides boys from low-income New Hampshire families and communities school-year mentoring and summertime outdoor developmental adventure for up to eight years. Host is an Outreach Worker, responsible for building long-term mentoring relationships with a caseload of boys, ages 10-14, in the Concord, N.H. region: one of Mayhew’s six regions across the state. Clients in the program are typically referred to Mayhew by school guidance counselors who believe the child will benefit from a full-time adult mentor to mitigate the effects of adverse childhood experiences, adult stressors in early life, or other concerning circumstances. Clients in their first two summers with the program attend a 25-day summer camp, tuition-free, and can thereafter participate in summertime backpacking, canoeing, or mountain biking expeditions the following four summers. Clients in the final two years focus on career exploration and post-secondary opportunities.

**IMPORTANT:** Student should have strong desire to learn about building mentoring relationships in community-based settings. Interests, not necessarily experience, in community outreach, social work, counseling, psychology, child development, experiential education, trauma-informed care, positive psychology, and/or developmental adventure are all desirable. Willingness to offer unconditional positive regard for clients from diverse backgrounds a must.

Outreach Work for Mayhew is flexible, dynamic, and community-based. Mentoring can occur while eating lunch in school cafeterias, playing cards at the town library, playing basketball at the city park, or meeting with a family around their kitchen table. Extern will observe and participate in active (typically outside) visits with boys in the program, and learn about Mayhew’s approach to long-term relationship-building as a vehicle for emotional and behavioral growth. Mayhew is a small, independent nonprofit supported primarily through the donations of individuals and families: 2019 marks its 50th year in operation, and it has received numerous awards for its work with New Hampshire children and youth. Depending on the interests and experiences of the extern, there is a lot of flexibility to craft a unique and wide-ranging experience.

**Special Requirements:** Externship may be 2 or 3 days; Host recommends externship include 1/8 or 1/22 to allow for attendance at a staff meeting which would offer a great chance to meet the entire community-based/field staff.

**# of day(s):** 3

Week(s) of Jan 6, Jan 13, Jan 20

**Housing Available?** Yes
**NJ, Colonia**

# 1166  Licensed Social Worker  Woodbridge Township Division of Multi-Service Programs on Aging  

Woodbridge Township Health Department  Psychology '11  

**Description:** The Woodbridge Township Division Multi-Service Program on Aging provides case management and counseling services to the most frail and or handicapped, homebound elderly residents of Woodbridge Township through home visits. It is the goal of our agency to empower older adults to live with dignity, purpose, and independence by providing social, health, emotional, and financial supports. The long-term goal of our case management is to prevent or deter institutionalization for as long as possible. Division social workers assist frail and isolated elderly, families, and groups to identify and manage mental, emotional, social, behavioral, and or financial challenges that are negatively impacting their happiness and quality of life. The Extern will observe weekly case reviews, will accompany host during home and office visits, learn about collaborating agencies, needs of the senior population, community education, and funding sources.

**Special Requirements:** Extern should have an interest in the growing field of gerontology, and have good communication/interpersonal skills, empathy for diverse populations, and good critical thinking skills.

# of day(s): 5  Week(s) of Jan 20  Housing Available? No

**NJ, Ridgewood**

# 565  Family Therapist  Old Stories New Views Family Therapy  

Parent '10  

**Description:** The Extern will observe how to apply clinical skills to the reality of patient expectations of therapy, how to create and maintain professional networking, market the practice, ethical legal considerations, and choosing which therapy modality to use for particular situations.

Each extern will be given an assignment to compose questions they will ask of actual clients. These questions become discussion topics with clients during the second session.

NOTE: Externship is four hours in-person plus an assignment. Please see special requirements for details.

**Special Requirements:** Externship will take place for two hours on the mornings of Wed 1/8 and Wed 1/22. Students MUST be available on both 1/8/20 AND 1/22/20.

# of day(s): 2  Week(s) of Jan 6, Jan 20  Housing Available? No
**NJ, Somerset**

**# 1241**  
**Licensed Psychologist**  
**Social Skills Training Project**  
Parent ’20

**Description:** The Social Skills Training Project is a private organization that specializes in group therapy, individual/family therapy, and school consultation for children with social skills-related disabilities. Host is a NJ licensed psychologist who has been running social skills/therapy groups and individual/family therapy over the past 20 years with children through adults with high functioning Autistic Spectrum Disorders, Bipolar Disorder, ADHD, anxiety disorders, and related conditions.

Externs will have an opportunity to sit in on and participate in group therapy sessions with various ages. They will observe how to facilitate conversation and interaction, and guide clients through problem solving as they support one another. There will be opportunities to work in groups with children as young as 8 years of age through adults in order to gain insight into how group intervention helps them to work on social skills, manage anxiety, engage in problem solving, and develop independent life skills.

**IMPORTANT:** This is a part time externship. The hours will be varied, as host runs groups on Sunday morning/early afternoons, Monday late afternoon/evenings, Tuesday late afternoon/evenings, and Friday late afternoon/evenings. Host will let externs know what times groups are running on the weeks that they attend. Externs can come for one week, or multiple weeks if they are interested or able.

**Special Requirements:** Psychology students or other students who are interested in working with individuals who have social challenges and disabilities. Looking for students who are warm, friendly and engaging.

**# of day(s):** 4  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No

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**NJ, Succasunna**

**# 606**  
**School Psychologist**  
**Roxbury Public Schools**  
Biology ’81

**Description:** The Extern will observe meetings with families, faculty and support staff members. Possible observation of student evaluations, classroom settings and special programs or schools. All observations will require confidentiality clause and signature as well as parent permission.

**Special Requirements:** Juniors or Seniors only. Interest in working with children and families, service-oriented and an interest in special education. Extern should be mature and detail-oriented with good communication skills.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No
**NJ, Warren**

# 1199  
**Director**  
SEARCH Learning Group  
Applied Behavior Analysis  

**Description:** SEARCH Learning Group provides a comprehensive behavior analytic program based on a collaborative effort between clinical staff and families. Services take place in SEARCH's learning center as well as in transition settings. Our instructional model, which utilizes a one-to-one student-teacher ratio, employs the science of Applied Behavior Analysis (ABA) with consistent oversight by board certified behavior analysts (BCBAs) at both the center and in transition settings. We bridge the gap from 1:1 individualized programming at the center to transition settings and into the home allowing for meaningful and lasting changes. A team approach drives all programming and each learner’s family is guided through every step of the process. Our ultimate goal is to have our learners receive the best possible intervention and optimal results. SEARCH aims to have learners reach their maximum potential and then graduate into the educational placement that best suits their needs as they grow.

Externs will learn about Applied Behavior Analysis, and how our staff apply behavior-analytic principles to working with young learners with autism in an independent therapy center. You will observe individual learners and their instructor/data analysts and observe their skill acquisition and behavior reduction programming, curriculum preparation, as well as peer and leisure activities.

**# of day(s):** 2  
**Week(s) of Jan 6, Jan 13, Jan 20**  
**Housing Available?** No  

**PA, Malvern**

# 972  
**Family-Based Therapist**  
Warwick Family Services  
English '13  

**Description:** The host is an in-home family therapist for a case load of eight families. The host and her partner provide team-delivered therapy to children and their families. The goal of treatment is to identify maladaptive family patterns that contribute to child dysfunction and help the family forge new, positive patterns. The host attends weekly supervision, as well as monthly training in the ecosystemic structural family therapy (ESFT) model. The host is also responsible to complete client assessments, treatment plans, notes, and care coordination. The host has a masters degree in social work and is a licensed social worker in the commonwealth of Pennsylvania.

The extern will attend group and individual supervision to learn ESFT philosophies and engage in case presentations. The extern will learn about the role of family based treatment and complementary therapeutic modalities. The extern will attend an ESFT training and view video of therapeutic sessions.

**Special Requirements:** Juniors or seniors interested in therapy, counseling, and/or social work. EXTERNSHIP WILL TAKE PLACE JAN. 15-16, 2020.

**# of day(s):** 2  
**Week(s) of Jan 13**  
**Housing Available?** No
At The Headfirst Companies, our goal is to inspire the personal best in all of the children and teens that come through our programming. That programming consists of three main divisions and product lines:

- **Headfirst Summer Camps**: We are a top provider of summer day camps in the DMV (DC, Maryland, Virginia area). Programming ranges from multi-sport camp to STEM camp for ages 3 to 13.
- **Headfirst Professional Sports Camps**: We are the official summer camp provider for the New York Yankees, Boston Red Sox, Chicago Cubs, Washington Nationals, and Atlanta Braves. Camps run from May through August for ages 5 to 13 and the experiences include a trip to the team’s stadium as well as a "Meet & Greet" with a player from the team.
- **Headfirst Honor Roll Camps**: We run showcases for high school baseball and softball players looking to play their sport at a top academic college or university. Honor Roll Camps run in California, New York, and Florida and host 250+ student-athletes and 100+ college coaches at each session.

The Extern can expect to see the inner-workings of a small business - about 30 full-time members - with a large product. With three separate product lines and many departments that contribute to each, you will have the opportunity to experience a wide range of aspects that make up our business. From how we hire for our Day Camps in Maryland to how we develop curriculum for our Cubs Camps in Chicago, the Extern will learn about a year-round industry that most only associate with the summer time.

**# of day(s):** 3  **Week(s) of Jan 6, Jan 13, Jan 20**  **Housing Available?** No
**GA, Atlanta/Marietta**

# 1190 Business Operations Manager Atlanta United

**Description:** Atlanta United joined Major League Soccer in 2017 and instantly exceeded expectations with its performance on the pitch and impact on the city of Atlanta. The club has set multiple league records including season tickets sales, single-game attendance, single-season average, total home attendance and won the MLS Cup in the club's second year in existence.

Owned by one of the city's most influential businessmen and philanthropists, Arthur M. Blank, and led by club President Darren Eales, Atlanta United plays its home matches at Mercedes-Benz Stadium. In only its third season, Atlanta United is undoubtedly a major part of the fabric of Atlanta and a preeminent force in the MLS.

As Business Operations Manager, the host works as a liaison between all business departments to enhance communication and ensure efficiency on match days. These business departments include communications, community relations, digital, marketing, sponsorship, ticketing, and retail. The host also serves as a connection between the business departments and the team itself. The host does this for Atlanta United as well as Atlanta United 2, the club's United Soccer League affiliate.

Students will shadow the host in Mercedes-Benz Stadium as well as the team's training grounds in Marietta, 25 minutes north of the stadium. They will learn the details of how a professional sports team operates by observing multiple departments within the organization. More importantly, they will learn that the sports industry contains a multitude of different jobs and that there are hundreds of people who make a sports team run off the field.

**Special Requirements:** Willingness to learn, interest in a career in sports, and an open mind.

# of day(s): 2  Week(s) of Jan 6, Jan 13, Jan 20  Housing Available? No

**PA, Easton**

# 1143 Athletics Administration Lafayette College Department of Athletics

**Description:** The Department of Athletics oversees 23 sport programs that participate in Patriot League competition. Administratively, we oversee compliance, annual budgets, facilities, events, student-athlete education, peak performance and sports medicine. In addition, we are responsible for the personnel of all 23 sports and administration related to specific sport programs.

Students will get an inside view of the day-to-day responsibilities of the Department of Athletics' Leadership Team. Extern can shadow the Director of Athletics, Deputy Director of Athletics and/or the Associate AD for Facilities and Events. In addition, we will make every effort to include extern in department meetings and interaction with all of our staff.

# of day(s): 2  Week(s) of Jan 13, Jan 20  Housing Available? No

**PA, Philadelphia**

# 406 Executive Vice President Philadelphia Phillies

**Description:** Extern will observe advertising sales, promotions, and event coordination.

**Special Requirements:** 2020 Externship is expected to take place over two consecutive days during the week of either January 13 or January 20, based on host's availability.

# of day(s): 2  Week(s) of Jan 13, Jan 20  Housing Available? No
<table>
<thead>
<tr>
<th>Location</th>
<th>Company</th>
<th>Position</th>
<th>Institution</th>
<th>Available?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DC, Washington</strong></td>
<td>Morning Consult</td>
<td>Senior Manager, Product Management</td>
<td>Engineering Studies/Economics ’15</td>
<td>No</td>
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<tr>
<td># 1306</td>
<td>Senior Manager, Product Management</td>
<td>Morning Consult</td>
<td>Engineering Studies/Economics ’15</td>
<td>No</td>
</tr>
<tr>
<td>Description:</td>
<td>The host is a Product Manager at Morning Consult. Morning Consult offers a public opinion platform for political and marketing use cases from partners and customers ranging from the New York Times and Politico to several Fortune 500 companies. The host is responsible for working cross-functionally with Software Engineers, UI/UX designers, Data Scientists, Commercial, and Executive stakeholders to help Morning Consult discover and build a world-class market research product.</td>
<td>Special Requirements:</td>
<td>Strong interest in working on and building software; interest in software engineering a plus. Engineering Studies majors preferred, but open to all academic areas.</td>
<td># of day(s): 2</td>
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<tr>
<td><strong>MD, Columbia</strong></td>
<td>CANDA Solutions</td>
<td>Principal</td>
<td>Engineering Studies ’97</td>
<td>No</td>
</tr>
<tr>
<td># 1281</td>
<td>Principal</td>
<td>CANDA Solutions</td>
<td>Engineering Studies ’97</td>
<td>No</td>
</tr>
<tr>
<td>Description:</td>
<td>Host co-founded and manages a 30+ person software development company that specializes in industrial security, investigations and insider threat defense. Our products are used by the Fortune 500 and Gartner has begun covering our software solutions. The extern will learn about software development and product management within the world of industrial security and insider threat defense, attend product development meetings, observe agile development practices and collaborate with software engineers, testers, product managers and security technologists.</td>
<td># of day(s): 2</td>
<td>Week(s) of Jan 13, Jan 20</td>
<td>No</td>
</tr>
</tbody>
</table>
**NJ, Mahwah**

**# 885 Principal Technical Consultant**

Professional Services

**Nuance Communications, Inc.**

Computer Science ’09

**Description:** Host is a principal technical consultant in the Nuance Professional Services Division, which includes managing the delivery of custom software applications for enterprise firms seeking to improve their customer self-service automation. Host typically performs an account management role which means he is responsible for any project for this customer on any technology that Nuance provides. Projects involve multiple technical environments with a high level of customer interaction. Host works in the full life cycle of projects including design/requirements, coding/programming, testing, installation, documentation, and providing maintenance and support. Host has experience running both Agile and Waterfall projects and has a strong technical background in Java, XML, JSP, VXML, Linux and enterprise grade architectures.

Externs will observe as host meets with customers, coordinates project teams and drives teams to success. Observation will include the full gamut of project life cycle and interaction with software engineers, user interface designers and project managers, as well as learn how software engineering principles are applied in some real world scenarios and get a taste for their future career possibilities in this field.

**Special Requirements:** Computer Science majors with strong communication skills, both written and oral. Externs should possess an interest in software development as well as customer interaction. Externs should exercise flexibility when scheduling based on host availability.

**# of day(s):** 1  
**Week(s) of** Jan 6, Jan 13, Jan 20  
**Housing Available?** No

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**NY, New York**

**# 1092 Product Manager**

Direct Revenue/Commercial Squad

**DataCamp**

Computer Science/English ’15

**Description:** DataCamp is an online platform for learning Data Science. As a product manager, the host is responsible for the signed-out user experience and key conversion opportunities where users can register for courses or sign up for a subscription. The host tries to answer questions like "What are the easiest ways we can get more traffic from search engine optimization (SEO)?", "What A/B tests can we run on our landing pages that would have the greatest affect?", and "How should we rebuild our blog so more learners can find DataCamp?"

Externs will get a taste of work life at a mid-stage educational technology startup, as well as experience with product management, growth/performance marketing, data analysis/data science, copywriting, user experience (UX) design, and other topics depending on interests.

**Special Requirements:** Students with an interest in computer science, marketing, business/entrepreneurship/startups, education technology, education, experience design, data science/data analysis.

**# of day(s):** 3  
**Week(s) of** Jan 6, Jan 13, Jan 20  
**Housing Available?** No
**PA, Bethlehem**

**# 1279 Head of Information Technology Factory LLC**

**Parent ’23**

**Description:** Factory currently has 75 users at our Bethlehem location and about 20 users at our Delafield, Wisconsin location. Our environment is a mix of Mac and Windows computers working on a Cisco network.

The Extern will experience how our I/T department interacts with our Finance, Marketing, Packaging and Social Media Departments. They will be exposed to our VMWare Virtual Environment and how our users access our data remotely.

**Special Requirements:** Junior or senior with interest in and familiarity with IT systems.

**# of day(s):** 2 **Week(s) of Jan 13, Jan 20** **Housing Available?** No

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**PA, Malvern**

**# 1298 Multiple Positions**

**Yprime**

**Friend**

**Description:** YPrime develops clinical trial software products used by clinical research associates, pharmaceutical organizations, and sponsors to monitor and report activities at clinical trial sites. Our electronic clinical outcome assessment (eCOA) and interactive response technology (IRT) platforms introduce greater speed, precision, and data quality to clinical trials. The Extern would shadow our Project Delivery team’s efforts to configure and customize our platforms to meet study-specific requirements.

Externs will have an opportunity to shadow Project Analysts, Project Managers, Software Developers, and other internal-teams.

**# of day(s):** 2 **Week(s) of Jan 20** **Housing Available?** No

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**PA, Newtown Square**

**# 973 Technology Support Specialist Technology Department**

**The Episcopal Academy**

**Biology ’96**

**Description:** The host provides technical support to the school community. Responsibilities include (but not limited to): managing Cisco-based telephone and paging system; managing wireless account; configuring and setting up new equipment; troubleshooting software and hardware problems on campus; assisting faculty and staff with technical problems and questions; organizing the department’s software and hardware inventory records; setting up accounts for users; repairing or replacing broken hardware; configuring software; and assisting in supporting the school’s wired and wireless networks; supporting EA’s one-to-one Apple laptop program including repairs of MacBook Airs.

Roles to be experienced: Director, Network Administrator, Systems Administrator, Database Administrator, Apple Engineer. Externs will get a first-hand view of how a Technology Department is organized and how it runs in a school environment. They will be able to participate in all of the issues that arise (or are created) during their externship. The pace of the position, the interactions with the people and the satisfaction of working in an amazing environment will all be observed.

**Special Requirements:** Applicants should have a willingness and ability to solve puzzling technical problems and to invent new strategies for solving problems, and be able to stay organized on more than one project at the same time. Experience with Apple Mac's a bonus.

**# of day(s):** 5 **Week(s) of Jan 6, Jan 13, Jan 20** **Housing Available?** No
Transportation (Administration, Engineering)

**CT, Newington**

**# 192** Bureau Chief, Public Transportation  
Bureau of Public Transportation  
Connecticut Department of Transportation  
Biology '96

**Description:** The Connecticut Department of Transportation is a multimodal transportation agency of the State of Connecticut. It is responsible for operation, maintenance and development of the state's highways, public transportation system, and bicycle and pedestrian corridors.

The Bureau of Public Transportation within the Department of Transportation is charged with the management of a public transportation system that moves 84 million people annually, including the New Haven Line, the nation's busiest commuter rail line. The bureau also manages the award winning CTfastrak bus rapid transit system and CTrail Hartford Line in the Hartford, CT area. It regulates taxi, livery and transportation network companies such as Uber and Lyft. Additionally, the bureau is responsible for a statewide capital program to upgrade transit and rail facilities, maintain and purchase new rail cars, locomotives and buses and replace aging supporting infrastructure.

The Extern will learn about the business of public transportation including public policy, transportation funding, legislative affairs, transit operations, transit technologies such as electric vehicles and fare systems, and transportation engineering and construction. The Extern will observe meetings and have an opportunity to visit field locations to see how public transportation is operated and managed.

**Special Requirements:** Interest in government, public service, public transportation-bus & rail, or civil engineering is preferred.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13, Jan 20  
Housing Available? No**

**NJ, Hamilton**

**# 1172** Civil Engineer  
Civil/Highway  
Michael Baker International  
Civil & Environmental Engineering '98

**Description:** Michael Baker International is a leading provider of engineering, development, intelligence and technology solutions with global reach and mobility. The Hamilton office provides transportation engineering consultant services to government clients including civil, structural, environmental and architectural engineering. Our group specifically deals with roadway design. Externs will observe the different elements of roadway design and how we coordinate with other engineering disciplines to provide our clients with innovative solutions.

**Special Requirements:** Students should have an interest in some area of transportation engineering (roadway design, site design, utilities, etc.). A basic use of Microstation would be useful to give students a good idea of how we work, but is not required.

**# of day(s):** 3  
**Week(s) of Jan 6, Jan 13  
Housing Available? No**
### PA, Harleysville

<table>
<thead>
<tr>
<th># 29</th>
<th>Senior Associate</th>
<th>Michael Baker International</th>
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<tr>
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<td>Transportation</td>
<td>Civil Engineering '94</td>
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**Description:** Michael Baker International, a leading provider of engineering and consulting services, including design, planning, architectural, environmental, construction and program management, has been solving some of the world's most complex infrastructure challenges for nearly 80 years with a legacy of expertise, experience, innovation and integrity.

The Fort Washington Office of MBI is involved in all phases of a wide range of transportation and civil infrastructure projects including planning, design engineering, construction inspection and construction management. Projects range from large scale PennDOT highway, bridge and traffic design projects to municipal bicycle/pedestrian trail and park projects to stormwater management and green infrastructure improvements to SEPTA bus and commuter railroad projects among others.

The extern will have the opportunity to participate in design team meetings, meetings with public agency clients, take tours of on-going construction projects and assist with planning and engineering efforts. Also, the extern will meet a wide range of planning, engineering, and technical staff that can provide perspective from their careers and the opportunities and challenges they have experienced.

**Special Requirements:** Interest in transportation engineering, construction and design.

| # of day(s): | 3 | Week(s) of Jan 6, Jan 13, Jan 20 | Housing Available? | No |

### PA, Pittsburgh

<table>
<thead>
<tr>
<th># 704</th>
<th>Western Regional Manager</th>
<th>Greenman Pedersen, Inc.</th>
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<td>Civil Engineering '88</td>
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**Description:** Greenman Pedersen (GPI) is employee owned and provides design services to PennDOT, Contractors and other local clients in PA. We have offices worldwide. In PA our offices are in Scranton, Allentown, Pittsburgh, Mechanicsburg and Philadelphia. GPI is #66 on ENR's List of Top Design Firms. Our #1 Strategic Objective is Employee Satisfaction. For more information, see GPINET.com. The Extern's observations will depend largely on what projects are being worked on at the time. Roadway, bridge design and construction plan development will be the general daily focus for the Externs.

| # of day(s): | 2 | Week(s) of Jan 6 | Housing Available? | No |
Broadcasting/Entertainment/Journalism/Production

<table>
<thead>
<tr>
<th>PA, Philadelphia</th>
<th>Senior Director, Xfinity On Demand Editorial</th>
<th>Comcast</th>
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<tr>
<td># 995</td>
<td>Video Entertainment Services</td>
<td>English/Psychology '03</td>
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</table>

**Description:** Xfinity provides video services to over 20 million US households. The host is responsible for helping Xfinity’s users quickly and easily find great programming to watch. To accomplish this, the host oversees the onscreen promotion of television shows, kids & music content, and multicultural programming across Xfinity’s distribution platforms (set top box, website, and apps). The host routinely collaborates with numerous internal teams, which include Marketing, Design / User Experience, and Product / Engineering.

The Extern will learn about the television business, using data to understand and optimize the customer experience, and collaboration across a company of +150K employees.

**Special Requirements:** Junior or Senior interested in the business of entertainment. This role is not about the creative process of creating content but rather is focused on using data to understand users and organizing the layout of TV shows to maximize customer satisfaction.

**# of day(s):** 3

**Week(s) of Jan 6**

**Housing Available?** No
**CA, San Francisco**

**# 1315 Consultant**  
**ClearView Healthcare Partners**  
Chemistry ‘10

**Description:** Host is a consultant at a leading life sciences strategy-based consulting firm. ClearView combines deep scientific expertise, robust analytic approaches, and sound business instincts to create actionable and impactful strategies for our pharmaceutical/biotech clients. Our work spans asset, franchise, and corporate-level strategy across various therapeutic areas, lifecycle stages, and regions of the world.

The consultant role includes leading day-to-day project activities and developing the methodologies/analyses employed to synthesize conclusions and formulate recommendations for our clients. Daily activities include performing secondary and primary research (e.g., epi, competitive pipeline analyses, conducting physician and/or payer interviews, etc.), developing forecast models, building slides and deliverable content, participating in weekly internal meetings with leadership and client update meetings, etc.

Though externship activities will largely depend on the project type and timeline during the externship, the extern will likely learn about the analyst/consultant role and their associated daily activities, the strategy consultant methodology, the various project types and therapeutic areas that ClearView works on, how to conduct physician interviews, what a final client deliverable looks like / entails, etc. The extern will also have the opportunity to meet with members of the recruiting team to ask about the interview process, meet with other positions within the company (e.g., analysts, engagement managers, etc.), and will have an opportunity to meet the SF Team in a social outing/setting during the externship.

**Special Requirements:** Junior or Senior pursuing a degree within the life sciences (priority) or business/economics. Students will be required to sign a non-disclosure agreement to participate in this externship.

**# of day(s):** 3  
**Week(s) of Jan 6**  
**Housing Available?** No

**NJ, Fort Lee**

**# 1313 CEO**  
**TRANZACT (a Willis Towers Watson Company)**  
Friend

**Description:** The host is the CEO of TRANZACT, a Direct to Consumer Insurance Company that was recently purchased and is now part of the Benefits Delivery and Administration segment of Willis Towers Watson (WTW).

Many of Tranzact’s senior staff including the host CEO will be working over the next year on high leveraged integration activities between TRANZACT and WTW. These integration activities will consist of strategic initiatives, identifying leveraged tactical opportunities and cultural integrations. The purpose of all these initiatives is for WTW to fully capitalize upon its purchase of TRANZACT and for TRANZACT to share its best practices with WTW. As the purchase was well over a billion dollars, this is a critical initiative.

The Extern will work closely with the host and other senior executives on some of these initiatives and will be working on understanding and analyzing the financial implications, the scope of opportunities available to both companies in this integration and the cultural importance of blending two organizations successfully. The Extern will be exposed to some of the highest levels of both organizations.

**Special Requirements:** Junior or Senior with analytical capabilities, business acumen, and comfort interacting with senior executives.

**# of day(s):** 5  
**Week(s) of Jan 6**  
**Housing Available?** No
**Multiple Roles**

**Suvoda**
Neuroscience/Policy Studies '15

Description: PLEASE NOTE UPDATED DESCRIPTION SINCE ORIGINAL PUBLICATION.

Juniors & Seniors – Do you want to be part of a fast-growing organization that focuses on career growth and development? Are you interested in using the power of technology to help bring life-saving therapies to patients? Apply to our Externship to experience life at Suvoda and learn more about our full-time opportunities!

Does the following excite you?
- Spending your days solving problems and presenting solutions to clients
- Constantly learning in a fast-paced and dynamic environment
- Being part of a collaborative, cross-functional team
- Joining a start class of new hires with similar backgrounds
- Attending a two-week training session to feel fully equipped for your new role
- Liberal paid time-off, flexible schedules, volunteer time-off, free catered lunch Monday-Thursday, team-building events and happy hours

If so, then we encourage you to apply to be an Extern with Suvoda! As an Extern, you will learn about the pharmaceutical and biotech industry, our software, company culture, what it is like to be a part of a fast growing tech company, and the day-to-day activities of an Associate Project Manager (APM), Business Analyst, Software Developer, and Software Test Engineer. Your two days will be filled with panels of Lafayette alumni and our cross functional teams, lecture and seminar discussions, and a design thinking training/small project.

About Suvoda: We work with pharmaceutical and biotechnology clients to help develop software that is used in complex clinical trials. Suvoda was recently named one of Philadelphia’s Best Places to Work, 2019 Inc. Best Workplaces, and has direct ties to Lafayette as two of our co-founders are alumni! Your host is a 2015 Lafayette graduate who started as an APM and has been a Design Consultant, Project Manager, Manager Services Delivery, and now works as a People Strategy Consultant.

**Special Requirements:** Seniors preferred; juniors may be considered. STEM and Economics majors. No background in software required. During this externship, we will also review the application process for our summer 2020 start classes!

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<th># of day(s)</th>
<th>Week(s) of Jan 6, Jan 13</th>
<th>Housing Available?</th>
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<td>2</td>
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<td>No</td>
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</table>
**PA, Philadelphia**

**# 572 Superintendent Turner Construction Company Economics ’14**

**Description:** PLEASE NOTE UPDATED WEEK OF AVAILABILITY SINCE ORIGINAL PUBLICATION.

Host will coordinate Externship opportunities for Lafayette students interested in Construction Management. A variety of areas will be discussed including Business Development, Design Management, Construction Operations and Site Management.

Turner Construction Externships are available in Boston, Denver, New Jersey, New York City, and Philadelphia. Please see each individual listing for the externship ID#.

**Special Requirements:** Sophomores who are interested in an exposure to construction AND majoring in Engineering Studies, Civil Engineering, or Mechanical Engineering. Juniors in these majors may also be considered.

**# of day(s):** 3  
**Week(s) of Jan 6**  
**Housing Available?** No
Data Analytics & Data Science

**NJ, Berkeley Heights**

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<th>#</th>
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<th>Location</th>
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<tbody>
<tr>
<td>1312</td>
<td>Analyst</td>
<td>Axtria</td>
<td>NJ, Berkeley Heights</td>
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</table>

**Description:**
Axtria is a big data analytics company that employs a cutting-edge mix of technology and consulting capabilities to help our clients outperform the competition with data-driven sales and marketing decisions. We work with a wide-range of companies; from cutting edge start-ups to Fortune 50 corporations, including 8 of the top 10 life science companies.

Consistently named among the fastest growing companies in the US, and recognized as an innovation hub for award-winning products, Axtria is one of the biggest players in the data analytics industry.

Our commitment to success begins with our people. As we continue to grow, employee growth remains our top priority. We have built a development platform that offers the fastest career progression, best training, and mentoring from leading experts in the industry. Our culture thrives on intellectual curiosity and innovation driven by a thoughtful pursuit of how things work.

The Extern will learn about different projects at Axtria and get a chance to interact with a wide range of Axtria employees. They will be exposed to many aspects of the consulting work, from technical work to business operations. This experience will help the Extern gain a broader understanding of how data analytics are used in Life Sciences.

**Special Requirements:**
Sophomore or Junior with interest in data analytics and consulting.

**NJ, Newark**

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<th>#</th>
<th>Position</th>
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<th>Location</th>
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<tbody>
<tr>
<td>486</td>
<td>Director of Data Services</td>
<td>Prudential Financial Inc.</td>
<td>NJ, Newark</td>
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</table>

**Description:**
Our team manages the 'Big' Data Technology for Prudential but focused on the Customer Office which enables integrated enterprise wide Marketing. The team manages programs and technologies to integrate and analyze data from various Prudential business units and external partners. The Data Technology team interfaces with other technical, architecture, project management and business unit teams.

The extern will witness the Agile approach in designing, developing, testing, deploying and supporting applications and enabling technologies. The extern will participate in meeting and designs and may have coding opportunities. The extern will have exposure and opportunities to present and meet with several layers of the organization. The extern will work on tactical efforts, while also getting a glimpse of the future technical strategy of the team and Prudential-wide.

**Special Requirements:**
Student with interest in databases, big data, programming, and/or working in a team environment.

**Housing Available? No**
Education Librarian
University of Virginia Library
Art/English '15

Description: Host works as a research librarian who’s primary responsibility is serving the Curry School of Education and Human Development as a library liaison. This involves providing research support to faculty, students, and staff for any stage of the research process, teaching instruction sessions, building library collections in Education, and serving on committees to promote equity, diversity and inclusion across the university. See more information here: https://news.library.virginia.edu/2019/09/18/ashley-hosbach-librarian-for-education-and-social-science-research/.

The Extern will learn about working in an R1 (high level of research activity) institution’s library system and the requirements to become a certified librarian. Depending on extern’s career path, we can set up informational interviews with librarians in each department of interest. UVA Library features 10 unique libraries across grounds based on subject specialties. The extern will tour the library system, observe the host’s interactions with faculty, staff, students, and participate in team meetings.

# of day(s): 2  Week(s) of Jan 13, Jan 20  Housing Available? No
**Description:** The Extern will have the opportunity to learn about various Engineering functions associated with a natural gas utility. Disciplines that could be available are hydraulic analysis, gas line project design, construction management, systems analysis on our facilities, design capital gas facilities replacement and betterment projects, and work with operations teams to coordinate emergency response activities. The externship will allow opportunities to engage with engineering leadership. In addition, an assignment will be provided with a field engineer to learn about the day-to-day in the life of a UGI Engineer.

**Special Requirements:** Engineering student with an interest in learning about utilities. This externship is made possible by a Class of 2011 Mechanical Engineering alumnus.

**Housing Available?** No
Description: Each client has unique financial priorities and concerns, and the host’s organization works hard to provide families with wealth management strategies to help them address the complexities of wealth in pursuit of their long-term goals. Within Merrill Lynch Wealth Management, GKB & Associates has access to significant resources and the support of a large organization. Host was named to Forbes "America's Top Women Wealth Advisors" list in April 2019 and "Best-in-State Wealth Advisors" in February 2019.

The Extern will observe day-to-day duties involved with providing high net worth clients with investment strategies and other financial solutions.

Special Requirements: Externship is scheduled to take place mid-week the week of Jan. 13th, but student should have flexibility to adjust schedule to meet host’s availability.

# of day(s): 2 Week(s) of Jan 13 Housing Available? No
**NY, New York**

# 1314  
**Program Manager**  
Division of Global Women’s Health,  
Department of Obstetrics, Gynecology,  
and Reproductive Science  

**Mount Sinai Hospital**  
Spanish/Psychology ’09  

**Description:**  
Host manages a diverse set of programs within the Division of Global Women’s Health. The division’s programs advocate for comprehensive reproductive health and cancer care for vulnerable populations globally. The division focuses on building workforce capacity, sustainability, and most recently, constructing the first pathology laboratory in Liberia. Host acts as liaison for collaborators, helps establish project plans, budgets, and timelines, and oversees evaluation and quality control.  

The extern will learn about global health, how programs are run in large academic medical centers, and, more specifically, about global women's health - inclusive of obstetrics and gynecology. Extern will attend departmental and divisional meetings and observe research and academic processes.  

**Special Requirements:**  
Junior or Senior with interest in global health.  

**# of day(s):** 3  
**Week(s) of Jan 13, Jan 20**  

**Housing Available?** No
# 1316 Medical Doctor; Assistant Professor of Medicine; Medical Director of Neu Center for Supportive Medicine and Cancer Survivorship

Thomas Jefferson University/Sidney Kimmel Cancer Center

Biology '03

Description: The host is the Medical Director of the Neu Center for Supportive Medicine and Cancer Survivorship at Jefferson Health which includes an interdisciplinary supportive medicine team; including physicians, nurse practitioners, nurses, social work, patient navigation, psychotherapy, nutritionists, financial counselors, physical therapists and medical residents and fellows. This program is offered to all cancer patients and provides patients and their families the services they need to tackle the emotional and physical stresses associated with a diagnosis of cancer. This program is a fully-integrated part of its multidisciplinary cancer program; the Neu Center for Supportive Medicine and Cancer Survivorship provides treatment and support geared toward achieving the best quality of life during the cancer journey. Support includes physical, emotional, social, financial, spiritual and recreational. We also provide assistance in navigating through the challenges of work and managing responsibilities at home. Services provided by the Neu Center for Supportive Medicine and Cancer Survivorship are included as part of a Jefferson patient’s oncologic care.

The goal of Supportive Medicine is to improve quality of life for both patients and their families by providing:
- A specially trained staff of physicians, nurse practitioners, nurses, navigators, dietitians, pharmacists, social workers, pastoral care and administrators who work closely with patients, their families, oncologists, and others to provide integrated care and patient support – from diagnosis through treatment and into survivorship.
- An extra layer of integrated support to patients and their families along the course of cancer care – from surgery to radiation and chemotherapy. Services can be provided in the office, hospital, through telemedicine (video conferences using a mobile device or laptop), at skilled nursing facilities or in the patient’s home.
- Programs that include specialists from a variety of disciplines. Services vary depending on patient and family preferences, but may include:
  - Help in planning for care after leaving the hospital.
  - Help and support dedicated to talking with children about cancer and how this affects the entire family.
  - Pain and symptom management for nausea and fatigue, insomnia, anxiety, depression or anorexia, among others.
  - Nutrition support.
  - Individual and family counseling to support open communication between patient, family and care team.
  - Emotional and spiritual support, offered with respect and concern for each individual’s needs and preferences.
  - Re-engagement with activities of daily living and connection to disease specific survivorship programs at SKCC
  - Assistance with treatment choices and decisions, including clarifying the goals of care.
  - End-of-life care to relieve pain and symptoms and to assist patients with advanced disease live life to the fullest, with quality and dignity.
  - Bereavement support and referral.

The extern will learn about medical diagnosis, intervention and interdisciplinary care for patients with serious illness. They will observe both patient facing treatment as well as administrative aspects of academic medicine and interdisciplinary care.

Special Requirements:

- # of day(s): 2
- Week(s) of Jan 13
- Housing Available? No
Description: The University of Maryland Center for Health and Homeland Security (CHHS) is an academic, non-profit, self-funded consulting institution that works with the nation’s federal, state, and local emergency and public health first responders and planners to prevent or respond to emergencies concerning counterterrorism; cyber security; emerging infectious diseases and super storms. We also work in these areas with hospitals and other health care facilities; school systems and institutions of higher education.

We are in our 18th year of operations. We presently work on over 90 projects worldwide. Our staff is composed of more than 40 full-time professionals, holding advanced degrees in emergency preparedness, homeland security, law, public policy, and public health.

Our services include:
1. Counterterrorism law, policy and planning
2. Public health preparedness and response, including hospital preparedness
3. Pandemic response, include planning and exercises on the distribution of mass prophylaxis
4. Cybersecurity planning and response
5. Continuity of operations planning
6. Emergency operations planning
7. Evacuation planning and operations
8. Conducting training of personnel and table top and field exercises
9. Post-disaster recovery and rebuilding planning and operations

The extern will work with host (CHHS’s Director) and other professional staffers to see how CHHS’s projects are handled. Host and other CHHS staffers will also be teaching law school courses related to CHHS’s work during the extern’s stay. Externs may attend one or more of these classes.

Visit www.mdchhs.com to learn more about CHHS.

Special Requirements: Junior or Senior with interest in public service, public policy planning and implementation of public policy. Students contemplating graduate studies will benefit most from this externship.

# of day(s): 3 Week(s) of Jan 13 Housing Available? No
Applied Video Technology (AVT) is an Audio Visual systems integration and communications technology company. Our student programs are designed to introduce students to the list of careers available in the fast growing, multi-billion dollar Audio Visual Industry. The AV industry enables people around the world to see, hear and collaborate with one another as if they were in the same room. It’s the industry that powers the worlds of business, sports, entertainment, medicine, education and government. As the industry grows, so does the need for new talent to fill a growing number of job openings.

Career opportunities in the AV Systems Integration business can include staging, field installation, project installation, AV system design and engineering, project management, control system programming, operations and sales. As a part of this program you will be exposed to as many of these aspects as possible with a main focus on system design, engineering and control system programming.

Special Requirements: Junior or Senior with interest in / knowledge of Computers, technology, video production, computer programming; Visio software are a plus.