



WISCONSIN
UNIVERSITY OF WISCONSIN-MADISON



Career Ready Workshop

How to Have a Successful
Internship and Gap Year
Experience

What Kind of Internship Is Right For You?

- Business Internships
- Law Firm Internships
- Pro-bono Law Internships
- Research Internships
- Public Service Internships
 - Government
 - Advocacy

How to Find an Internship

- BuckyNet/UW-Madison Student Job Center
- UW-Madison International Internship Program (IIP)
- Idealist
- Company or organization website
 - Congressional
- Google

How to Find an Internship (continued)

- White House Internship Program
 - White House Initiatives
- Asian Pacific American Institute
- Congressional Black Caucus Foundation
- Congressional Hispanic Caucus Foundation
- Goldman Sachs

How to Find an Internship (continued)

- Wisconsin AHEC Community Health Internship
- Wisconsin Summer Affirmative Action Internship Program
- City of Madison AASPIRE Internship
- Montgomery Summer Research Diversity Fellowships

What is a gap year?

Definition

Short-term opportunity for graduates who have not yet decided upon a career and want to take some time off before going to law school or starting a career



Why should I take a gap year?

1. Explore career interests
2. Ensure the legal field is right for you
(before spending money on law school)
3. Enhance your resume
4. Develop new skills

5. Attain a professional letter of recommendation
6. Strengthen personal statement & admission portfolio
7. More time to study for the LSAT
8. Increase GPA
9. Save up money for law school

How do I prepare myself
to apply for a gap year
opportunity?

Goldman Sach's Summer Analyst Internship

A Goldman Sachs internship gives you a unique opportunity to learn about the finance industry by working side by side with the experts. Our interns don't learn by watching, they learn by getting involved in real projects.

WHO CAN APPLY

The summer analyst role is for candidates currently pursuing a college or university degree and is usually undertaken during the second or penultimate year of study. While your discipline or major are not important, we are looking for students with an outstanding record of academic achievement and an interest in the financial markets.

APPLICATION DEADLINE

Our deadlines vary by school. Please check your school's careers site for specific deadlines.

ABOUT THE PROGRAM

This is a ten-week program designed to fully immerse you in the day-to-day activities of one of our divisions. The program starts with an orientation where you'll learn about our culture, as well as the benefits and responsibilities of being a member of Goldman Sachs. You will also receive division-specific training designed to help you succeed in your division.

After training, you will receive real responsibilities to give you a sense of what you would be doing, day to day, as a full-time Goldman Sachs employee. Along with fellow interns, you will work alongside leaders within our industry. Successful Summer Analysts may be invited back to join our New Analyst program in a full time position.

Update Your Resume

Bucky Badger
 (608) 890-4929 • bbadger@wisc.edu
 821 W Johnson St. • Madison, WI 53706

EDUCATION

University of Wisconsin-Madison Bachelor of Business Administration degree Double Major: Finance & Risk Management and Insurance Overall GPA: 3.8/4.0	Madison, WI May 2017
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EXPERIENCE

University of Wisconsin Credit Union Teller <ul style="list-style-type: none"> • Handle up to \$7,000 in cash per day • Prepare documentation for and process deposits, withdrawals, loan payments and tax payments • Explain benefits of new products and services to customers • Refer customers to qualified bankers and investors using in-depth knowledge of products and services 	Madison, WI September 2013-Present
Target Sales Associate <ul style="list-style-type: none"> • Manage cash register, handling \$500+ per shift in cash and credit transactions • Conversed with customers about purchase needs and available products • Deliver friendly and efficient customer service environment according to corporate standards 	Chicago, IL June 2011-August 2013

ACTIVITIES & LEADERSHIP EXPERIENCE

Ignite the Potential, Wisconsin School of Business Student Participant <ul style="list-style-type: none"> • Networked with corporate sponsors, professionals, business school faculty, and pre-business students • Developed professionalism, leadership, and personal capability in business through break-out sessions 	Madison, WI March 2014
Alpha Kappa Psi, Professional Business Fraternity Finance Chair <ul style="list-style-type: none"> • Assist management of \$75,000 budget using Microsoft Excel to efficiently allocate funds to events and philanthropy • Oversee dues for 120 members and deposit into bank account 	Madison, WI December 2013-Present
Wisconsin School of Business BBA Government Fundraising Chair <ul style="list-style-type: none"> • Utilize a \$1,000 budget to fund promotional materials and refreshments for one volunteer event • Lead 20-member committee and delegate duties and responsibilities for various fundraising events • Coordinate large-scale fundraising event exceeding 500 guests 	Madison, WI January 2014-Present



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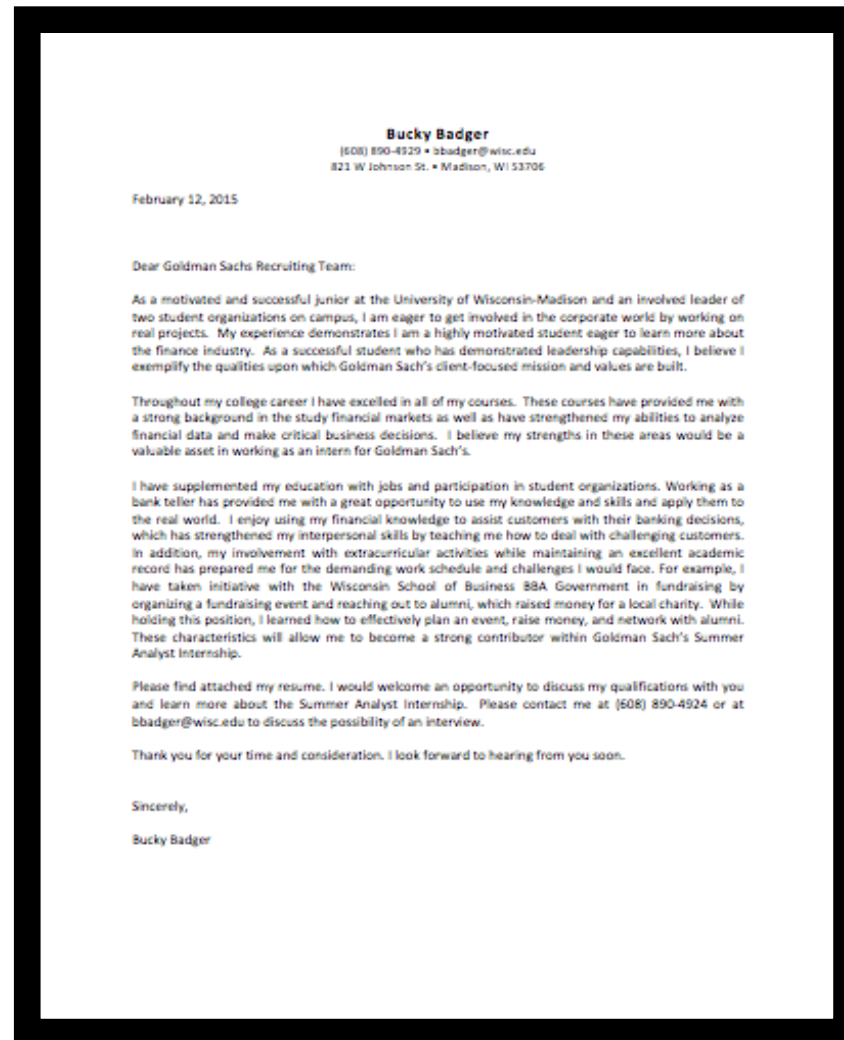
PROFESSIONAL EXPERIENCE

University of Wisconsin Law School Law & Entrepreneur Clinic Student Volunteer <ul style="list-style-type: none"> • Facilitate 2 client intakes per week; gain understanding of practical aspects of transactional law • Assist law school students with documentation for attorney referrals • Reach out and communicate with perspective clients, ranging from 10-20 each month • Provide general office support for 10 team members 	Madison, WI June 2014-Present
University of Wisconsin Credit Union Teller Supervisor <ul style="list-style-type: none"> • Lead and manage 5 employees per shift • Maintain and report currency transactions, totaling \$30,000 per shift • Provide extensive training for 2 new employees 	Madison, WI January 2015-Present
Target Teller <ul style="list-style-type: none"> • Handled up to \$7,000 in cash per day • Prepared documentation for and process deposits, withdrawals, loan payments and tax payments • Explained benefits of new products and services to customers • Referred customers to qualified bankers and investors using in-depth knowledge of products and services 	Chicago, IL September 2013-January 2015

ACTIVITIES & LEADERSHIP EXPERIENCE

Alpha Kappa Psi, Professional Business Fraternity Finance Chair <ul style="list-style-type: none"> • Manage \$85,000 budget using Microsoft Excel to efficiently allocate funds to events and philanthropy • Oversee dues for 130 members and deposit into bank account • Audit expense report; send to the Alpha Kappa Psi governing committee at the end of the fiscal year 	Madison, WI December 2013-Present
Wisconsin School of Business BBA Government Fundraising Chair <ul style="list-style-type: none"> • Utilized a \$1,000 budget to fund promotional materials and refreshments for one volunteer event • Led 20-member committee and delegate duties and responsibilities for various fundraising events • Developed an effective logistical procedure the day of the plunge with the BBA Government advisor • Coordinated large-scale fundraising event exceeding 500 guests; raised \$2,500 for charity 	Madison, WI January 2014-May 2014

Tailor Your Cover Letter



What resources are
available for finding a gap
year opportunity?

Examples of Gap Year Opportunities

- Professional Experience
 - BuckyNet
 - Company websites
- Nonprofit
 - Americorps
 - Idealist.org
- International Volunteer Opportunities
 - United Nations Volunteers
 - Peace Corps
- Teaching
 - Teach for America
 - CIEE
- Educational Programs
 - NYU Summer Publishing Institute
 - Dartmouth's Tuck Business Bridge Program
- Fellowships

Resources in Finding a Gap Year Fellowship

- Profellow
 - Academic and professional
- Amherst College: [Post-baccalaureate Direct-Apply Fellowships Database](#)
- UW-Madison Undergraduate Academic Awards Office
 - Fulbright
 - Rhodes

GOOD LUCK!

Questions?

Schedule an appointment at

www.prelaw.wisc.edu