



# Internship USA Trainee USA

Live and Train in  
the USA for up to  
18 months, earn  
US\$ & boost your  
career  
credentials.

**Duration** Up to 18 months

**Destination** USA



PAID



TRAINING

*With SPA & CIEE's help and guidance and my willingness to make it happen, I ended up finding a company that I could work for as an intern.*

**Joseph Palmieri**

*A Melbourne based graphic designer who completed his internship in New York*

Imagine being able to work anywhere in the USA for up to 18 months in a job directly related to your field of studies, career or professional qualifications.

That's the unique opportunity that awaits you through the Internship USA and Trainee USA programs. It's the kind of experience that will make your CV stand out from the pack and add a whole new dimension to your skill base.

The USA is the most diverse and dynamic economy on earth and employers are eager to introduce international trainees to their workplace. You'll gain front line experience, learn about the latest developments in your field, and make valuable career contacts. All of which add up to an important boost in your career credentials.

**Internship USA** is a unique program for full-time students and recent graduates which allows you to work in the US, in a job related to your field of studies, for up to 12 months. You can apply and go at any time of the year.

It is a chance to put your studies into practice, enhance your skills, and learn about American business culture from the inside.

### Eligibility

You must be over 18 years old and:

- ✓ hold HSC or equivalent
- ✓ be a full-time student enrolled at a university, TAFE or Polytechnic college in Australia or New Zealand (minimum Diploma level course of 2 years duration)
- ✓ no part-time students can be accepted
- ✓ must have completed the first 12 months of studies
- ✓ must commence your training or have graduated from such an institution no more than 12 months prior to your prospective program start date.
- ✓ have fluent spoken and written English skills

International students are eligible to apply but the granting of visas is at the discretion of the US consulate.

**Trainee USA** is a program that offers non-students, graduates and young professionals the unique opportunity to gain international training in the USA.

US employers are eager to introduce international trainees, who often bring fresh ideas and new perspectives, to the workplace. You too will make valuable contacts, learn about the latest developments in your field and gain firsthand insight into American business culture.

### Eligibility

You must be between 20 and 40 years old and;

- ✓ hold HSC or equivalent
- ✓ be a graduate of a post-secondary institution with at least 1 year of prior related professional experience outside the US or have 5 years of prior related practical experience
- ✓ have fluent spoken and written English skills
- ✓ have an Australian or New Zealand Passport



## Finding a Job

This process can be daunting and you may receive a few knock-backs but if you follow a few helpful steps it will make the process a lot easier. Here are some useful ways you can get started:

- Perform your own job search over the internet.
- Utilise Placement Officers, Careers Advisors and personal contacts, which often provide the hottest job leads.
- Our online Resource Centre provides extensive US job websites and other related links.
- We may be able to assist with your placement in the US on request. If you accept a position offered there is an additional \$500 placement fee. We are currently available to assist with hospitality and tourism positions.

Remember that you are responsible for finding your training placement and agreeing to the terms of your appointment.

Our website provides you with types of internship jobs that are available in America.

When applying for an internship you must remember to have a résumé ready to give to the prospective employer. On our website there are details on how to organize a résumé, and important tips on making sure that it is legible.

## Available Positions

Our US partner, CIEE, provides open, pre-screened training positions to applicants of both the Internship USA and Trainee USA Programs.

To be eligible for one of these positions, candidates must meet the eligibility requirements and be currently pursuing a course of study or profession that relates directly to the position(s) for which they are applying.

Our website is updated on a regular basis as new hospitality and non-hospitality positions become available. To view current available positions please refer to our website

[www.workandtravelusa.com.au](http://www.workandtravelusa.com.au)

OR

[www.workandtravelusa.co.nz](http://www.workandtravelusa.co.nz)

## How to Apply

**Step 1** - Download all the available information from our website to learn more about the program, or contact us directly to discuss our programs further.

**Step 2** - Start your job search using the resources we make available.

**Step 3** - When you have accepted an offer from a US employer, complete the application forms: Internship or Trainee USA application form. Get your Host Company to complete an Internship or Trainee DS-7002.

**Step 4** - Return these documents to us along with your \$250 deposit.

## Costs and Inclusions

The costs for the Internship and Trainee USA programs depend upon the length of the program you select. For details on prices, please refer to our pricing flyer or visit our website.

The program fee includes:

- ✓ The legal sponsorship necessary to obtain your visa
- ✓ Assistance with obtaining your visa
- ✓ Medical and baggage insurance for the duration of your stay
- ✓ Advice on jobs, housing and transport
- ✓ 24 hour emergency help line, and more



## Benefits

There are many benefits of going on this program including:

- ✓ You will be part of a structured training program that will expose you to many aspects of the business
- ✓ You will get firsthand experience in your field of study or chosen career in one of the world's leading economies
- ✓ You will make invaluable business contacts to call on later in your career
- ✓ You will expand your horizons and open career doors
- ✓ You will gain important insights into American business culture that will enhance your future career prospects
- ✓ You will challenge yourself and gain independence and maturity
- ✓ You will enhance your résumé and give yourself a competitive edge in the jobs marketplace
- ✓ You will earn US\$ which you can use to travel around the country at the end of your program

**Step 5** – You will then need to be interviewed by the manager of the program. (Interviews can either be in person or via webcam)

**Step 6** - We confirm the status of your application and, if successful, we will send you the documents necessary to apply for your visa.

**Step 7** - Attend a visa interview at the nearest US consulate and, if successful, receive your J-1 visa.

**Step 8** - Book your flights and prepare for a career lift off!