



Phi Sigma Kappa Properties Internship Program

The Phi Sigma Kappa Properties Internship Program is an unpaid internship offered year round on a quarterly basis for undergraduate Phi Sigs who want to gain experience in the areas of management, marketing and communications, finance, and real estate.

PSKP combines meaningful work, career training, and networking to help interns:

- Gain real-world experience
- Be equipped to take leadership positions in the fraternity's operations in the future if interested
- Strengthen your resume and enhance your professional network.

How it works:

During the program, each intern will work on a number of initiatives looking at expanding, securing and diversifying PSKP investments portfolios, and be involved in existing and new initiatives. Alongside hands-on work experience, interns will have a weekly call with the PSKP director of operations and a board member who works in a field of the intern's interest for training and career development. Interns will learn to apply and refine their knowledge and skills for various initiatives.

As a resource both during and after the program, the interns get exposure and access to leaders in the fraternity who can serve as mentors as the interns start their careers. Internships are available year-round and are roughly three months long, concluding at the end of each quarter. Interns can stay on longer if both the intern and PSKP find it mutually beneficial.

The Internship Program is highly selective. Candidates come from diverse backgrounds and disciplines. They have to demonstrate academic excellence as well as leadership experience.

Through careful consideration during the application and interview process, each intern is matched with projects which best suit his interests and goals, skills and experience, and the needs of the organization.

Upon successful completion of the program, the intern will receive a certificate of completion as well as a letter of recommendation.



What interns do:

Each intern will work in one or more projects throughout the program, gaining meaningful work experience. Actual positions vary between programs, but may include some of the following types of responsibilities:

- **Investments & development:** Research for investments, seek out potential real estate acquisitions, potential lending opportunities and other areas where PSKP can provide assistance to our chapters.
- **Education & outreach:** Support and develop fraternity housing related educational outreach programs, measure effectiveness, research and build a base of contacts.
- **Communications & Operations:** Prepare marketing materials for programs, generate website and new media content.
- **Operations:** Tracking operational performance, , plan events.

Work locations and expenses:

Interns will work remotely; there is no need to relocate. PSKP will cover any work related travel and expenses during the program. Interns will also be involved in PSKP's midyear and annual meetings. In addition to regular communication with the Director of Operations, interns will record and submit a weekly log summarizing the work they have completed.

Course Credit hours:

It will be the intern's responsibility to work with his university to ensure he can get course credit. PSKP can provide information to help with those discussions.

Intern requirements:

- Current college student, graduate student, or recent graduate.
- If an undergraduate, be a member in good standing at an active chapter.
- Available to work 10-20 hours per week during the program.
- Available for weekly meetings by phone during the program, and for monthly PSKP meetings.
- Regular access to an internet connection.
- Available for phone interviews during the interview period.

Each candidate who applies is carefully evaluated based on his application materials.



Application process:

We accept applications, conduct interviews, and extend offers on a rolling basis. Please note that we cannot consider applicants who are not available for phone interviews during our interview period.

Application requirements:

To apply for the PSKP Internship Program, please submit the following items to the Director of Operations, Evan Prostovich at the following email address, evan@pskproperties.org

- A resume.
- The names and contact information of three references, along with their relationship to you. Letters of recommendation are highly encouraged.
- A statement of no more than 100 words on what you hope to gain by participating in the PSKP Internship Program.
- A statement explaining how participating in the program relates to your career path.