



San José Unified Academic Counseling Internship Opportunities

San José Unified is an innovative urban school district that prepares today's students to be the thinkers, leaders, and creators of tomorrow. We are reinventing the education system by bringing together teachers and staff with parents and students, inspiring each to discover their own greatness. Serving over 30,000 students from transitional kindergarten through high school. Our Academic Counseling Department consists of 40 Academic Counselors across our twelve middle and high schools.

To work with our team as an intern, please follow these steps:

1. **Complete the SJUSD Counseling Internship Interest Form at <http://go.sjUSD.org/ACintern>.** Our Academic Counselors will have access to this and will contact you directly to schedule an interview. Please note that internships are not guaranteed as they are based on student need and school availability. At this time we are only accepting SJSU EDCO interns. Please contact Esmeralda Navarro if you are interested in participating from another program (esnavarro@sjUSD.org).
2. **Complete the SJUSD Volunteer Application at: <http://go.sjUSD.org/volunteer>.** In the "School/ Dept" drop down select "District Office."
3. **Schedule your fingerprint appointment.** You will receive the link to do so after submitting the above application. For the last field, "School Site / Location," put "AC Intern." This will allow us to wave the fingerprinting fees.
4. On the day of your fingerprint appointment, please be sure to bring the following:
 - Tuberculosis clearance, no more than 60 days old from the time of the fingerprint appointment
 - Valid Driver's License or ID card

Thank you for your interest in working with San José Unified! If you have any questions, please contact Esmeralda Navarro at esnavarro@sjUSD.org.