# **CDFA Internship Program Frequently Asked Questions**

### 1) How many days/hours can I intern per week?

You and your supervisor will determine the hours and days that are best for you and the program of your internship. Keep in mind that if you are interning for college credits, most universities require you to intern a minimum number of hours per week to be eligible for the credits. Most interns work 8 – 10 hours per week.

### 2) Can I request to work in a specific Division or Program?

There are several divisions within the California Department of Food and Agriculture. Interns are requested to indicate on the State Application (Std. 678) the Internship Opportunity they are responding to.

# 3) What kind of work will I be doing as an intern?

Each Division and Program have different needs. Therefore, it will be at the discretion of the hiring supervisor. Some of the responsibilities may include gathering and compiling information, job shadowing during field inspections, or assignments that utilize your knowledge in your area of study.

# 4) If I apply for an internship and am not selected, can I reapply?

If you are not selected for the Internship Opportunity in which you were applying, you are welcome to apply for other Internship Opportunities that are available within the Department.

#### 5) Who should I contact if I have more questions about an Internship Opportunity?

If you have further questions, contact the person indicated on the Internship Opportunity Bulletin. For general questions, contact the Human Resources Branch at (916) 654-0790.