Current Internship Opportunities by location

**Big Muddy River CC (Ina)**
None Currently

**Centralia CC**
Clinical Services
Records
Mental Health

**Chicago**
Legal Services

**Danville**
Clinical Services/Social Work

**Decatur**
None Currently

**Dixon CC**
None Currently

**East Moline CC**
Clinical Services

**Fox Valley ATC (Aurora)**
Shadowing Operations
Business Office
Clinical Services
Social Work
Leisure Time Activities
Community Re-Entry

**Hill CC (Galesburg)**
Clinical Services
Administration/Business Office
Records Office

**Illinois River CC (Canton)**
None Currently

**Jacksonville CC**
Clinical Services/Social Work
Business Office/Accounting
Record Office
Joliet Treatment Center
None currently

Kewanee
None currently

Lawrence (Sumner)
Chaplaincy
Leisure Activities
Clinical Services/Social Work
Administration/Business Office

Lincoln CC
Mental Health

Logan CC (Lincoln)
None Currently

Menard CC (Chester)
Mental Health
Clinical Services/Social Work
Healthcare/Nursing
Business Office/Accounting
Chaplaincy
Records Office

Peoria ATC
Clinical Services/Social Work (1 undergrad, 1 graduate)

Pinckneyville CC
None Currently

Pontiac
Maintenance department
1. Mechanical Engineer
2. Electrical Engineer
3. Structural Engineer
4. Project Manager
Business Office
1. Office Administration
2. Office Management
3. General Accounting
Dietary
Personnel
Record Office
Mental Health
Medical
Chaplaincy
Leisure Time Specialists
Education

**Robinson CC**
Education
Mental Health
Clinical Services
Records Office
Business Office

**Shawnee CC (Vienna)**
Health Care Unit (Administrative and medical records)
Mental Health
Chaplaincy
Clinical Services (Social Work)
Leisure Activities
Administration/Business Office
Record Office

**Sheridan CC**
Clinical Services/Social Work
Chaplaincy

**Springfield Central Office**
Legal Services

**Southwestern CC (East St Louis)**
Clinical Services/Social Work
Chaplaincy

**Stateville CC (Joliet)**
None Currently

**Taylorville CC**
None Currently

**Vandalia**
Health Care Unit
Mental Health
Chaplaincy
Clinical Services/Social Work
Dietary
Leisure Activities
Administration/Business Office

**Vienna CC**
Mental Health
Healthcare
Clinical Services/Social Work
Business Office/Accounting
Internal Reviews/Policy
Personnel
Training
Records Office/Data Entry

**Western CC (Mt Sterling)**
Mental Health (2)

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**Minimum Application Requirements**

1. Registered as a full-time student at an accredited college or university, working toward a bachelor’s or graduate degree with major coursework in Corrections, Law-Enforcement, Behavioral/Social Sciences, Healthcare, Public Administration, Business Administration, Political Science, or another related field.
2. Pass an agency background investigation and drug screen.
3. Work in a secure correctional environment.
4. Prepare written and oral reports.
5. Follow policy and procedures outlined by the agency and facility.

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**Application Process**

- Review the list of opportunities listed under each facility.
- Contact doc.idocjobs@illinois.gov and provide your preferred facility.
- Once directed by the Facility Intern Liaison, complete the following documents:
  - Release of Information
  - Intern Services Application
  - Intern Information Sheet

- You will be notified by the facility liaison to schedule an interview and tour of facility.
- If you are accepted into the program, you must complete a background check, additional paperwork and orientation.

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**Frequently Asked Questions**

Q. When are applications processed?
A. Summer: January 15th-February 15th
   Fall: March 15th- April 15th
   Spring: September 15th - October 15th

Q. How will I find out if I’ve been accepted for an IDOC Internship?
A. After turning in all the required documentation by the deadlines above, we will contact you and your school adviser with further instructions.

Q. How long does it take before I gain an internship placement with IDOC?
A. The process can take up to 3 months (timeline includes background clearance and documentation review)
Q. Is this a paid internship?
A. No, this is an Academic Internship. It will allow you to receive the credit you need for your degree.

Q. Do I need a Driver’s License?
A. No, but you must have two forms of ID, one being a government ID with a photo.

Q. What are the citizenship requirements?
A. You can be a non-citizen with right-to-work authorization documentation.