Employers engaging with and using the services of the Center for Professional Development and/or Thayer Career Services, whether on campus or virtually, must abide by the Equal Opportunity Employment and Americans with Disabilities Act guidelines. Additionally, the Center for Professional Development adheres to the Principles for Ethical Professional Practice as defined by the National Association of Colleges & Employers.

Job/Internship Posting Policies

We do not accept:

- Opportunities that discriminate in any manner on the basis of sex, color, religion, sex, sexual orientation, actual or perceived gender identity, age, national origin, physical or mental disability, political affiliation, veteran status, or genetic information.
- Third party recruiters who cannot disclose the employer they represent, who share or sell job seeker personal data without consent of the job seekers, and/or who charge job seekers for the use of their services
- Franchise opportunities
- Pyramid Schemes and/or multi-level marketing companies
- Opportunities where applicants must pay a fee or an initial investment
- Opportunities that are “commission-only”
- Opportunities where there may be a concern for student safety
- Employers offering internships that do not provide a learning environment supported by supervision for their interns
- Employers who do not have an established website or cannot provide business filing documentation in their state of origin
- Opportunities where hiring contact does not have a phone number or an email address that reflects the organization’s name, unless this information is verified

The CPD and Thayer Career Services reserves the right to determine which postings are appropriate for students and may discontinue access for an employer account at any time.

Unpaid Internships

Employers are responsible for understanding the labor laws around unpaid internships as outlined by the Department of Labor Fair Labor Standards Act.

Internships for Academic Credit

Master of Engineering Management Internship

Dartmouth College Policy regarding Internships

Student Disclaimer: The Center for Professional Development and Thayer Career Services does not make any representations or guarantees about positions posted in the Handshake system. It is the responsibility of the student to research the integrity of the organizations to which they are applying. Students with questions about an opportunity or organization may contact the CPD at cpd@dartmouth.edu or Thayer Career Services as ecserv@dartmouth.edu, respectively.

For temporary or part-time positions, please contact Student.Employment.Office@dartmouth.edu