



U.S. Securities & Exchange Commission
Vacancy Announcement

Job Title	Student Honors Legal Program
Location	Los Angeles, CA San Francisco, CA, Denver, CO, Washington, DC, Miami, FL, Atlanta, GA, Chicago, IL, Boston, MA, New York, NY, Philadelphia, PA, Fort Worth, TX, Salt Lake City, UT
Compensation Series & Grade	\$0.00 / Without compensation SK 00
Position Number	20FA-21SPR-10703664-SHPB-CW
Application Deadline	March 15, 2021

Summary

Business student volunteers will be assigned to work with SEC staff members on projects and assignments that cover a broad range of the Commissions' work. That work depends upon the division or office where the student works. Business intern assignments range from supporting securities regulations to assisting in professional administrative duties such as human resources, contracting, auditing, etc.

Responsibilities

THIS IS AN OPEN CONTINUOUS (STANDING REGISTER) ANNOUNCEMENT OPEN FOR ONE (1) YEAR. THERE WILL BE CUTOFF DATES ESTABLISHED AT THE DISCRETION OF HIRING MANAGER(S), WHICH A LIST OF ELIGIBLES WILL BE CREATED AND APPLICATIONS WILL BE CONSIDERED AND REFERRED BASED ON RECEIPT OF SUBMITTED APPLICATION PACKAGES AND ELIGIBILITY REQUIREMENTS.

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Internship opportunities in the Fall and/or Spring are full time and/or part time with a minimum 15 hours requirement per week. This is determined and agreed upon based on the volunteer student's academic course load schedule and division/office needs. You will have the opportunity to discuss schedule, hours, etc. upon selection and acceptance into the program.

Qualifications

All qualification requirements must be met by the closing date of this announcement.

Undergraduate and graduate students must be enrolled and/or accepted at an accredited university or college AND enrolled least half-time (6 credits per semester or the equivalent) in an accredited college or university to participate in the Student Honors Business Program.

- Must be an undergraduate sophomore, junior, or senior undergraduate student as of September 30, 2020. OR
- Must be accepted into a graduate degree program for Fall 2020 or Spring 2021 (acceptance letter required as proof). AND
- Must be enrolled as a degree-seeking undergraduate or graduate student no later than September 30, 2020.
- Must be taking at least half-time academic course load
- A GPA of 3.0 or higher is preferred
- Relatives of current SEC employees are ineligible
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To learn more about this employment opportunity and to apply online, please visit <https://go.usa.gov/xdtUm>. For assistance, please contact the Office of Minority and Women Inclusion at (202) 551-6046 or omwi@sec.gov.

The SEC is an equal opportunity employer