



2025 INTERNSHIPS ARE HERE!

Greetings from the COVA Internship Connection!

Is your agency hosting interns this summer? The COVA Internship Connection is here to help ensure your interns have an unforgettable experience.

What is the COVA Internship Connection?

Launched in 2023 by DHRM and VTOP, the COVA Internship Connection provides centralized support and programming for Virginia State Agencies surrounding internships. Our mission is to:

- Strengthen public service talent through internships
- Empower Virginia State Government Agencies in internship program development
- Foster state government awareness and support intern success.

We are excited to announce our upcoming 2025 Summer Events. Registration for all of these events will be available on **March 21, 2025**, on the COVA Internship Connection [webpage](#):

Professional Development Day- June 5, 2025, Location: James Monroe Building

Session 1: Expanding Productivity & Time Management- Escaping the Businesses Trap

- Time: 9:30 am-11:30 am

Have you ever felt like you just can't find enough time to get everything done? Do you feel like you are stuck in a busyness trap and struggle to find a way to get "unstuck"? This session will provide an opportunity for you to consider how to identify priorities and introduce time management and workflow changes to increase productivity.

Session 2: Are YOU Your Brand?

- Time: 9:30 am-11:30 am

Are YOU Your Brand? is a session that addresses the importance of professionalism in relation to branding yourself and what you represent. If you are new to the professional world and need a little more insight, this session is for you!

Session 3: Talk It Out: Mastering Communication

- Time: 2:00 pm- 3:00 pm

This session is designed to help interns develop essential communication skills that will enhance their professional interactions and effectiveness in the workplace. Effective communication is crucial for success, whether you're talking with colleagues, clients, or managers.

Virginia Capitol Tour

- Tour 1- 2:00 pm-3:00 pm
- Tour 2- 3:15 pm-4:15 pm

Curious about Virginia's Capitol and its legislative history? Join us for an insightful guided tour of the Virginia State Capitol

Virtual Career Prep Sessions- July 1, 2025

Next Step Resume: Virtual Resume Prep

- Time: 10:30 am- 11:30 pm

This virtual session will guide interns through the essentials of creating a clear, compelling resume that catches the attention of employers.

Pitch Perfect: Virtual Interview Prep

- Time: 1:00 pm- 2:00 pm

Ready to ace your next interview? This virtual session will equip interns with the tools and strategies to confidently navigate interviews and impress employers

Career Preparation Day- July 10, 2025, Location: James Monroe Building

Session 1: Resume Overhaul- One-on-One Resume Review

- Time: 10:30 am- 12:00 pm

During this one-on-one resume review, we'll refine your resume to highlight your skills and experiences. Interns will receive personalized feedback to help create a polished, professional document that stands out to employers.

Session 2: Ace the Interview: Mock Interview Session

- Time: 1:30 am- 3:30 pm

In this fast-paced mock interview session, we'll dive into a series of quick, real-time interview questions to help interns sharpen their responses and boost their confidence

Session 3: Unlocking Opportunities: The Power and Perks of Networking

- Time: 3:30 pm- 4:30 pm

This session will explore its benefits and tips for building your network. You'll discover how networking can shape your career trajectory and open doors to new opportunities. Whether you're a seasoned professional or just starting, join us to learn how to build connections and advance your career.

Networking Day- July 31, 2025, Location: James Monroe Building

Session 1: Emerging Leaders Q&A

- Time: 11:00 am - 12:00 pm

In this session, interns will meet with early-career state employees and have an opportunity to ask questions about their experience working for the state.

Session 2: Intern Mixer

- Time: 12:00 pm- 1:00 pm

Ready to expand your network? Join us for an exciting event where interns can connect with fellow Commonwealth interns and employees

Supervisor Training

The COVA Internship Connection is offering a valuable Supervisor Training session for individuals selected to oversee summer interns. Topics include communication, goal setting, setting expectations, and providing feedback. This session will be held **on May 6, 2025, 10:00 am- 11:30 am, at 7325 Beaufont Springs Drive Richmond, VA 23225**. Click [here](#) to register now.

Lunch will be provided at all of these in-person sessions. If you have any questions, please contact Jasmine Walker at jasmine.scott@dhrm.virginia.gov. We hope to see you and your interns this summer!

Well Wishes,

The COVA Internship Connection Team