



# Are you interested in a career as an Administrative Support Professional?

College of San Mateo in partnership with Stanford University is excited to announce a paid fellowship opportunity.

## Do you enjoy ... ?



Planning successful meetings and events



Supporting team success



Coordinating travel logistics

## Submit Your Application

by Thursday, **October 10th**

\*Interview slots are limited. Apply soon.



### CONTACT US:

Nate Jackson  
(650) 378-7289  
jacksonnate@smccd.edu



### Host Department

SLAC National Accelerator Laboratory



### Fellowship Duration

From October until December 2024 - 10 weeks



### Expected Working Hours

10-20 hours per week



### Interview Date

Monday, October 14th 2024

\*Interview slots are limited, and the application may close once all spots are filled.

Mentorship



Paid Experience



Networking