

***Paid internship NOW with the potential to be hired full-time after graduation!***

# Apply Now!

## Paid Part-Time Position

# Landrum is Hiring



## Sourcing Intern

Spring 2026

20-25 hours per week hybrid

The Sourcing Intern supports Landrum's recruiting team by identifying, engaging, and qualifying candidates for open roles across multiple industries. This hands-on role offers real-world experience in recruiting, talent acquisition, and business operations.

Seeking full-time UWF students pursuing a degree in HR, business, marketing, communications, psychology, or a related field.

Apply using the QR Code or our website:

[uwf.edu/WorkforceDevelopment](http://uwf.edu/WorkforceDevelopment)



The UWF Talent Catalyst program combines work experience, classes, mentoring, and essential professional soft skills development.

**Email: [workforcedevelopment@uwf.edu](mailto:workforcedevelopment@uwf.edu)**



**UWF Talent Catalyst**

UNIVERSITY of WEST FLORIDA

*Amplified by Landrum*



## Sourcing Intern Job Description

The Sourcing Intern supports our recruiting and delivery teams by helping identify, engage, and qualify potential candidates for open roles across multiple industries. This role is a hands-on opportunity to learn how recruiting and talent acquisition work inside a fast-paced staffing firm.

This intern will focus primarily on candidate sourcing and pipeline development, working closely with recruiters to support active searches and build talent communities for current and future hiring needs.

- **Candidate Sourcing & Pipeline Support**
  - Source candidates using LinkedIn, job boards, internal databases, referrals, and creative outreach strategies.
  - Identify and research potential candidates that align with open job requirements.
  - Build and maintain talent pipelines for recurring and high-demand roles.
  - Assist with outreach messaging to candidates via LinkedIn, email, or other platforms.
  - Track candidate activity and maintain accurate records in the applicant tracking system (ATS).
- **Recruiting Support**
  - Support recruiters with resume review and initial candidate screening as needed.
  - Help schedule interviews and coordinate candidate communication.
  - Assist with job posting distribution and updates.
  - Learn and follow recruiting best practices related to candidate experience and confidentiality.
- **Projects & Learning Opportunities**
  - Participate in special recruiting or sourcing projects as assigned.
  - Learn how recruiters partner with clients and hiring managers.
  - Gain exposure to different industries, roles, and hiring strategies.
  - Contribute ideas to improve sourcing methods, messaging, and candidate engagement.
- **Qualifications**
  - Currently enrolled UWF undergraduate or graduate student (HR, Business, Marketing, Communications, Psychology, or related field preferred).
  - Strong interest in recruiting, talent acquisition, HR, or sales/marketing.
  - Comfortable using LinkedIn and other online research tools.
  - Strong written communication skills.
  - Organized, detail-oriented, and able to manage multiple tasks.
  - Curious, coachable, and eager to learn.
  - Professional, reliable, and respectful of confidential information.