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PATTI GRACE SMITH FELLOWSHIP'S GUIDE TO  
**SELECTING HOST  
COMPANIES**

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**GRACE SMITH**  
FELLOWSHIP

# Patti Grace Smith Fellowship

A GUIDE TO....

## SELECTING THE BEST-FIT HOST COMPANY

**E**ach year, we are delighted to have a number of the coolest, most inspiring, and most exciting aerospace institutions in the world signed up to employ fellows from our fellowship program. These companies' backgrounds range from specialties in aerospace engineering to space policy, as well as everything in between. We have companies that have been around for decades while others may be just starting up. If you aren't already working in aerospace, it can be very hard to tell what jobs even exist. It's hard to get data on what each company is really like, and what range of career paths might be open to you. Even once you've identified places of interest, it can be hard to get their attention. Our matching process is designed to help solve that challenge.

To do this, we'll ask you several questions about what interests you the most. There's no universally right answer to these questions, but there probably is a right answer *for you, right now*. The more thoughtful you are in considering your responses, the better matches we might suggest. Examples of the kinds of questions we might ask you are: *do you prefer working on small teams, or big teams? What do you value most in a potential internship: the company culture, the potential pathway to a full time job there, your exposure to new things, the location, the specifics of the role, or the opportunity to network?*

You are probably used to applying to specific openings at specific companies or organizations, but that's not how we work. Instead, we gather an enormous volume of data from both hosts and applicants and then use that to set up specific interview pairings. Choosing the right host company for your internship is crucial for your professional growth and career development. Taking extra steps in providing information regarding what you are looking for goes a long way. This guide will help you navigate the selection process effectively by providing key steps towards finding the best match *for you*.



## STEP 1: DEFINE YOUR GOALS AND PRIORITIES

Before you start searching for a host company, take time to clarify your goals and priorities. There may or may not be several criteria that define what you are looking for in a company and internship, but it is up to you to find what this is.

**What are your personal values and preferences?** Think about factors like location, company culture, work-life balance, and company size that matter to you. Help yourself identify these by relating your experience at your college or university. *What do you like about where you are right now and what don't you like, if anything? What factors, if introduced, would negatively affect your experience? Do you want to be close to home, or are you okay with traveling?*

**Remember that it's okay if you don't know exactly what you're looking for.** The best thing about internships is that you are also discovering the type of work environment, company, mission, and experience you want to have in your career. So, it's okay to make an assumption today and then discover that might not have been the best decision. Just know that you will grow during your Fellowship and that will help you make better decisions in the future.

## STEP 2: RESEARCH POTENTIAL HOST COMPANIES

**Conduct thorough research to identify potential host companies that align with your goals and priorities.**

**Use Online Resources:** Explore job search websites, company websites, and professional networking platforms to discover companies in your desired field. Read reviews on websites like Glassdoor to get insights into company culture, employee experiences, and work conditions. Research and review the company's mission statement and values to ensure alignment with your own. The company's culture, values, and work environment can play a major role in your internship opportunity. Although all of our host companies provide fascinating experiences and cultures, we want to find the best fit for you.

**Ask any friends, family or professors/advisors at school that may have experience or knowledge in industry.** The people in your community may have an inside look to the aerospace industry, or possibly other industries. You can bring personalized questions on what you're looking for, or ask them to generally tell them about their experience. This can



help guide you in finding more specifics in what you may be looking for in a company. They can share experiences about their work life, their work-life balance, the environment in which they work in, or really anything that comes to mind.

### **STEP 3: EVALUATE YOUR PERSONAL COMPANY FIT**

Once you've identified potential companies, assess their fit with your goals and preferences:

Now that you have a better idea about the characteristics you'd like in a company, as well as what these companies value, you can conduct a self-matching process. Use the information you gathered on these companies and begin to match your values with those that match up with them. You will be asked to provide a top 5 list of the companies in order to help best match you with the best fit host company!

### **WE WISH YOU THE BEST OF LUCK!**

