



Positioning Philadelphia's Youth for Career Success

Internships



CAREER CONNECTED
LEARNING PHL

Positioning Philadelphia's Youth for Career Success

Planning Internships for Youth Success | July 9, 2024



JAVINE SMITH
Education Specialist



JAY KAMAU
Education Specialist

Objectives

- Define internships
- Identify the benefits of internships
- Prepare youth for internship opportunities

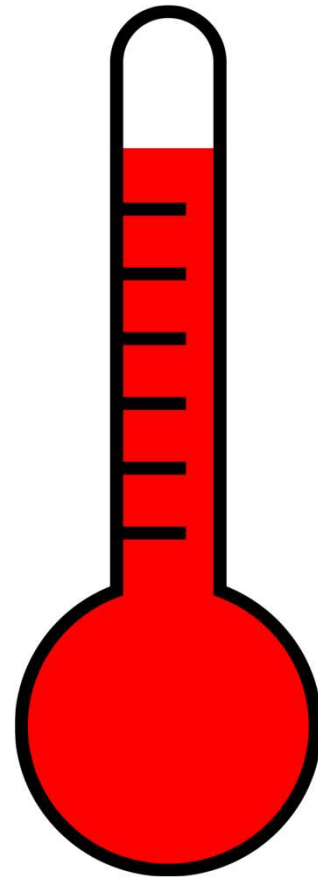
What is an internship?

- Short-term opportunity
- Exchange for credit or pay
- Last a few weeks to a year
- Helpful for those uncertain about major

Role of Internships in Career Connected Learning

- Utilizing and learning skills at worksite
- Youth participating in projects and activities at worksite
- Continuous communication with worksite
- Professional development based on skill building needs to youth

Internship Experience



Internships are amazing

I can see the potential

I don't know if it's right for
my program

Importance of internships

Why do you think internships are important?

Take out a sheet of paper and write down your thoughts take a note on your computer.

Why Internships are Important

- Gain work experience
- Develop skills
- Professional networking
- Job opportunities

Importance of internships

Why do you think internships are important?

Benefits of an Internship

Personal
Development

Professional
Development

Educational
Benefits

Social and
Emotional
Growth

Financial
Literacy &
Independence

Long-term
Career
Advancement

Personal Development

- Building confidence
- Soft skill enhancement
- Self-awareness



Professional Development

- Develop skills with providers
- Employers support with industry experiences



Educational Benefits



- Application of classroom/school-day learning
- Theory and real-world application
- Exposure to ideas and technology

Social and Emotional Growth

- Adaptability
- Resilience
- Relationship Building



Financial Literacy and Independence

- Earn Income
- Budgeting



Long-term Career Advancement



- Pathways to Employment
- Career Planning

Benefits of an Internship



Case Study

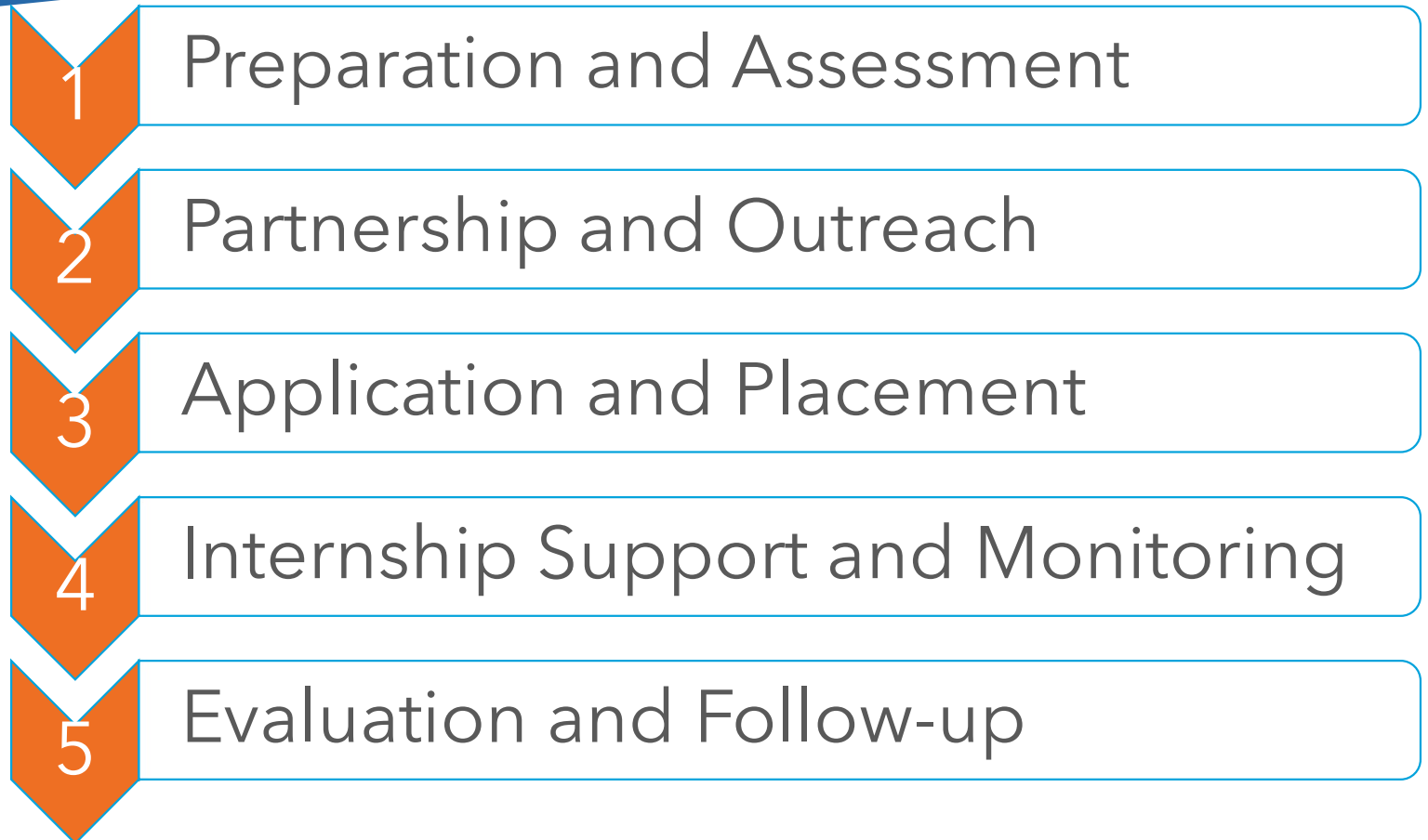
Background	Challenge
A medium-sized marketing agency has offered internships to C2L participants for several years. Interns are assigned to various departments based on their interests and skills for 6-8 weeks during the summer.	The internship program has not successfully provided valuable experience for youth. The agency wants to enhance the impact of the program for interns and the organization. Their goal is to attract top talent, provide meaningful opportunities, and potentially identify future hires.
Question	
How can the agency market their internship program to youth?	

Preparing Youth for an Internship

Based on the benefits shared, what are some ways you as a provider can help to prepare youth for internships?

Connecting Youth to Internships

Phases



Example Program: Career Connected Academy

- 16 – 19 years old
- Interested in
 - Social media marketing
 - Gardening
 - Lab Technician

Preparation and Assessment

- Identify goals
- Determine learning objectives
- Connection to career pathways



Preparation at C2A



- Career assessments
- Career counseling sessions

Partnership and Outreach

- Share goals and objectives with employers
- Identify worksites based on youth interest

Partnership at C2A

- Introduce youth goals to supervisors
- Encourage supervisors to use C2L-PHL Resource Library guides, tools and templates



Application and Placement

Job
application

Interview

Offer

Resume Review and Mock Interview at C2A



- Resume Review
- Mock Interview

Internship Support and Monitoring

- Check on progress and performance
- Address skills as needed
- Be proactive

Support and Monitoring at C2A

- Understand what skills worksites are looking for
- Assess youth progress throughout the program



Youth Performance Assessment

Youth Performance Assessment Template

Instructions: As part of your responsibility, you are assigned to review the following youth intern on their performance during their work-based learning experience. As you fill out the assessment, please remain objective in your observations and utilize the scale to determine the degree of the youth's performance. Please record any necessary information you may have to

Youth Information

Name:

Position:

Duration of Employment/Internship:

Rating Scale

1 - Needs Improvement, 5 - Exceptional performance

Punctuality and Reliability: Accountable for work schedule and effectively completing tasks/activities

1	2	3	4	5	N/A	Score
1 - Repeated no-show shifts, doesn't effectively complete tasks/activities						
3 - Late once or twice, overall feel you can count on them.						
5 - No missed shifts, consistently on time, shows willingness to sub for others						

Notes:

Communication:

1	2	3	4	5	N/A	Score
1 -						
3 -						
5 -						

Notes:

Data Review

Punctuality	Communication	Teamwork	Problem-solving	Critical Thinking	Work Ethic
2	1	4	3	N/A	2
Scale of 1(needs improvement) to 5 (exceptional performance)					

Evaluation and Follow-up

- Feedback from youth and employers
- Identify areas for improvement
- Measure impact

Program Name	Career Connected Academy
Project Site	Philadelphia Farms
Project Participants	Joe Smith, Jayla Evans, Simone Jackson, James King
Project Timeline	June 24 – August 2
Project Description	This was an internship where youth were paired with Philadelphia Farms to garden and sell their goods. A community in Philadelphia asked the farm to help them set up a community garden. The youth were responsible for setting up the garden.
Project Milestones	Youth worked with community leaders to host a clean-up day to get the land ready to start gardening on. After the clean-up day, youth partnered with community members to till the land and plant seeds.
Project Strengths	Youth were able to connect and partner with local community members and businesses to get a more holistic view of what it means to be a farmer in an urban setting.
Project Weaknesses	Youth did not get exposed to the financial side of being a farmer in an urban environment.
Project Opportunities	Share more about the history of farming in an urban setting.

Providers and Employers

- Open communication
- Unified objectives and expectations
- Learning opportunities
- Feedback
- Recognition

Action Plan Activity

- Relatively new program and provider
- Hosting youth aged 16-18
- 8-week summer program
- Program type is internship

Recap of Phases

1

Preparation and Assessment

2

Partnership and Outreach

3

Application and Placement

4

Internship Support and Monitoring

5

Evaluation and Follow-up

Internship Programming

Create an action plan to enhance your
internship offerings

OR

Commit to a phase to be incorporated into
program

Capacity Building Virtual PD Events

Visit Virtual PD Events Page!

*Training Sessions occur
Tuesdays and Thursdays
at 10 am*



Questions?

careerprograms@foundationsinc.org