



## INTERNSHIPS MAKE A DIFFERENCE

- Enables businesses to cultivate their potential future employees
- Gives businesses the opportunity to inspire and mentor young adults pursuing careers in the field
- Allows businesses the chance to “give back” to the local community by opening pathways for students to learn
- Exposes the businesses to a fresh perspective from the next generation of workers
- Gives businesses an extra set of hands, eyes, and ears for the summer time

**“After graduating high school I plan on pursuing a major in Wildlife Ecology. There wasn't a part of the internship that I didn't enjoy, and I am very grateful for the opportunity given to me by Ryan.”**

**-Brendan Craft, C/O 2019,  
Intern for Carter Environmental**



## SUMMER INTERNSHIP Program

The St. Johns County School District's Career and Technical Education Office organizes the summer internship program for the district.

### For more information contact:

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**WATCH OUR SUMMER INTERNSHIP VIDEO:**  
<https://academies.stjohns.k12.fl.us/internships/overview>

### WANT TO TALK TO A FORMER INTERNSHIP HOST TO ASK QUESTIONS ABOUT THE PROGRAM?

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of St Johns

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SUMMER 2018

143 STUDENT INTERNS

WERE PLACED AT

40 DIFFERENT BUSINESSES  
in St. Johns and the surrounding counties

## CAREER ACADEMY SUMMER INTERNSHIP PROGRAM

### PROGRAM DETAILS

An Academy is a program of study offered at our community high schools designed in a specialized career area. An important aspect of the Career Academy programs is to offer summer internships that relate to their Career Academy focus to interested students after their junior year of high school.

- Offered to current **high school juniors**
- Students must apply for an internship experience, complete Career Skills training, prepare a resume and be interviewed and selected by the prospective business partner
- Internship schedule **can be tailored** to fit your business needs
- Ideally students will intern **20 hours** a week for 6 weeks
- Businesses can host an **unpaid** internship or may offer students a **paid** position
- Unpaid interns are covered by St. Johns County School District liability insurance

### HOST INTERN RESPONSIBILITIES

#### BEFORE INTERNSHIP

- Complete the Business Partner Intern Intent Form by February 1
- Interview the student applicants and choose your intern
- Schedule a time for the student to come to your business before the end of May to see your site

#### DURING INTERNSHIP

- Develop the summer work experience tasks for the student, provide training and then monitor their work performance
- Submit short student timesheets at the end of each week

#### AFTER INTERNSHIP

- Review the student's PowerPoint before they submit it to be sure the information is accurate and does not share confidential information
- Complete a survey at the end of the internship to help us improve the program in future years

### HOST INTERN SITES

**Fox Equipment, Haskell, Matthews Design, Rulon International, St. Johns County Utilities, Solid Rock Engineering, True Designs, UltraTech, Leonard's Studios, Citi, Design Extensions, Herff Jones, Black Knight, Agile Technology Consulting, St. Johns County School District Webmasters, St. Johns County School District IT Department, Flagler College Marketing Department, TATA Consultancy Services, GTMNERR, St. Johns Public Works and Carter Environmental.**