

Youth Internship (2023)

Students will analyze personal aptitudes, abilities, strengths, talents, and weaknesses. [YI 1](#)

1 Connect an understanding of self to a career area of interest. [YI 1.1](#)

Students will apply career development skills. [YI 2](#)

1 Exhibit positive work-based behaviors and career readiness skills (soft skills). [YI 2.1](#)

- 1 Ethics, teamwork, cooperation, appropriate behaviors/communications [YI 2.1.1](#)
 - 2 Appropriate use of technology and social media [YI 2.1.2](#)
 - 3 Leadership in the workplace [YI 2.1.3](#)
 - 4 Appropriate workplace attire [YI 2.1.4](#)
 - 5 Appropriate communication (phone/text/email) [YI 2.1.5](#)
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2 Create a professional portfolio documenting internship experience, including as appropriate: [YI 2.2](#)

- 1 Résumé [YI 2.2.1](#)
 - 2 Cover letter [YI 2.2.2](#)
 - 3 References [YI 2.2.3](#)
 - 4 Letters of recommendation [YI 2.2.4](#)
 - 5 Personality assessments [YI 2.2.5](#)
 - 6 Reflections [YI 2.2.6](#)
 - 7 Skills attainment [YI 2.2.7](#)
 - 8 Industry Recognized Credentials [YI 2.2.8](#)
 - 9 Panel interview or presentation [YI 2.2.9](#)
 - 10 Sharing with other students and/or administration [YI 2.2.10](#)
 - 11 Multimedia, PowerPoint, etc. [YI 2.2.11](#)
 - 12 Visual demonstrations [YI 2.2.12](#)
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Students will complete a youth internship. [YI 3](#)

1 Utilize processes and resources to acquire an internship. [YI 3.1](#)

2 Perform daily work tasks consistent with the responsibilities and work culture of the chosen internship field. [YI 3.2](#)

Students will develop a postsecondary personal learning plan based on internship experiences. YI 4

1 Analyze and reflect on internship experiences and the impact on future career goals. YI 4.1

2 Develop the steps needed to achieve future career goals YI 4.2

- 1 Construct a timeline of goals for furthering education and preparing for the workforce YI 4.2.1
- 2 Understand scholarship opportunities YI 4.2.2
- 3 Consider postsecondary options for further education YI 4.2.3
- 4 Explore certifications and training YI 4.2.4