

# JA You're Hired!

## *Internship Program*



**SUMMER 2011**

Presented by:





## Summer Internship Hosts Wanted!

*“42% of employers rate the overall preparation of high school graduates for entry-level jobs as deficient.” -21st Century Skills*

**JA You're Hired!** is a new and exciting high school program created to prepare high school students to enter the workforce by teaching them vital business skills such as interviewing techniques, resume writing, conflict resolution, problem solving and interpersonal communications. There are a myriad of ways to support this important workforce development initiative, including hosting a summer intern. Your participation ensures a positive impact on the youth of Arizona by giving them an opportunity to learn and practice the skills they need to succeed. Our carefully designed internship model creates a program that supports everyone involved.

### YOUR JA INTERN WILL BE PREPARED!

#### JA Internship Model:

- ◆ **AWARENESS** all students will develop relevant work readiness skills in class and during the *JA You're Hired! Challenge*
- ◆ **GUIDED EXPLORATION** interns will participate in additional professional development prior to and during their internship
- ◆ **LEADERSHIP AND SUPPORT** internship hosts / interns work with a JA representative to ensure a successful experience

**Take advantage of this opportunity to have an impact on the youth of Arizona. Your participation will:**

- ◆ Directly impact your company's future workforce
  - ◆ Mentor tomorrow's leaders by teaching them workforce readiness principles
  - ◆ Promote skills, behaviors and values that contribute to workplace success
- ◆ Support an exciting day-long student event with educational workshops and unique workplace skills competitions
- ◆ Provide eligible students with an opportunity for valuable summer internships and contribute to their professional development through an additional mentorship prior to beginning the internships
- ◆ Increase your company's visibility in the community as an organization committed to educating our youth

See the video from previous events at [www.jaaz.org](http://www.jaaz.org)  
Click on 'High School Programs'

# Hosting a JA Intern is Simple...

## Internship Host Companies:

- ◆ Complete an Intent to Participate Form
- ◆ Work with a representative to create a brief 'ad' for potential interns to review
- ◆ Identify a supervisor for the JA Intern

*"The entire experience is a great opportunity for another company to help make a difference. The internship program did not hinder normal business activities, so why not?"*

*-Jason Ferentheil, UPS*

- ◆ Ensure the supervisor(s) and interviewers attend a one-hour internship orientation
- ◆ Review JA Intern applications
- ◆ Select students to interview on Saturday 4/9/2011

*"If every intern is as pleasant as ours, I would recommend this program to any company."*

*-Victor L. Nielsen, Sunset Analytical Laboratory*

- ◆ Interview potential JA Interns on 4/9/2011 and submit top choices by 4/12/2011
- ◆ Communicate regularly with JA representative so that we may support you and the student during the internship

*"The intern was not only dedicated to achieving the internship goals outlined by our team, but also took pride in the affect these projects and duties had on the students we serve." –Gabrielle Van Buren, Junior Achievement*

## Join the family of companies who have hosted JA Interns:



APOLLO GROUP™



University  
of Phoenix®



PSCU FINANCIAL  
SERVICES®

SHARED VISION. SHARED VALUES.®



Sunset Analytical  
LABORATORY



A Member of JA Worldwide

Junior  
Achievement®  
of Arizona, Inc.



St. Joseph's Hospital  
and Medical Center  
A member of CHW

# Complete, then Return this Intent to Participate form to:

Melissa Leasher, Director of Program Development  
Junior Achievement of Arizona, Inc.  
Fax 480.377.8558 Telephone 480.219.0220

## INTERNSHIP OPTIONS

### LENGTH

Interns are available for part-time positions in June and July 2011.

- One Week
- Two Weeks
- One Month
- Two Months

### HOURS

Interns can work no more than 30 hours per week.

- 10 hours
- 20 hours
- 30 hours
- \_\_\_\_\_ hours per week

### COMPENSATION

Internships can be paid, unpaid, or stipend upon successful completion.

- Paid (Hourly Wage: \_\_\_\_\_)
- Stipend (Amount: \_\_\_\_\_)
- Unpaid

### OTHER REQUIREMENTS

Internships can be paid, unpaid, or stipend upon successful completion.

- Must be 18 years of age by June 1, 2011
- Stipend (Amount: \_\_\_\_\_)
- Special skills required: \_\_\_\_\_

## OTHER OPPORTUNITIES

Please contact me to provide more information about the following opportunities to be involved:

- HELPING STUDENTS PREPARE**
- SPONSORSHIP OPPORTUNITIES**
- VOLUNTEERING AT THE EVENT (MARCH 30, 2011)**
- SERVING ON THE PLANNING COMMITTEE**

## INFORMATION

Name \_\_\_\_\_ Title \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Committee Member Contact \_\_\_\_\_