



Building Bridges to Success: Employer Experiences with High School Internship Models

Presented by:

- **Theresa Todd, Work-Based Learning Intermediary, Black Hawk College**
- **Leah Miller, Director of Human Resources, City of Moline**
- **Neil Gambow, Chair, Mayor's Employer Advisory Council**
- **Maurice Jefferson, Floor Forman, Benvenuti & Stein Inc.**

Overview of Internship Models



Moline Coal Valley School District and City of Moline Student Internship Program



- Created in 2022 to increase the work-readiness experiences for junior and senior students through exposure to six functional areas in the city (Parks/Street Maintenance, Engineering, Fleet Maintenance, Utilities Field Maintenance, Drinking Water Treatment Plant, Wastewater Treatment Plant), completion of work-readiness certifications, resume and job interview preparation and support, fast-track transition to identified programs at BlackHawk College, and possibility for future full-time paid employment with the City of Moline. Benefit to the City of increasing viable applicant pool for future positions/careers.
- Three-tier program:
 - Tier 1: Formal Tour of Six Functional Areas in spring for junior students
 - Tier 2: Six-Week Paid Summer Internship: Juniors rotate through six functional areas
 - Tier 3: Six-Week Paid Summer Internship: Previous participants select one functional area



Moline Coal Valley School District and City of Moline Student Internship Program



- Process for student recruitment
 - Recruitment of students begins in the spring with the tour and the internship is held over the summer.
 - Recruitment at the high school starts with pulling our Xello data as well as speaking to our hands on classes such as Woods, Welding & CNC for Public Works and Consumer Ed, Computer Science & Business for Administrative.
 - Interns are employees of the City of Moline and paid minimum wage
 - In Tier 2, students primarily job shadow and in Tier 3 take a more active role and perform work
 - Challenges/How overcome



Moline Coal Valley School District and City of Moline Student Internship Program



- Next Steps/Enhancements

- In 2023 added Administrative Internship with exposure to five different functional areas (Executive, HR, IT, Finance, Community & Economic Development)
 - Tier 1: Formal Tour of Six Functional Areas in spring for junior students
 - Tier 2: Two-Week Paid Summer Internship: Juniors focus on one functional area
 - Tier 3: Four-Week Paid Summer Internship: Previous participants selected functional area

Illinois Education & Career Excellence Network

EVANSTON MAYOR'S EMPLOYER
ADVISORY COUNCIL



iKit Summer Internship Program

- iKit Summer Internship Program
 - Began in March 2020 with a re-allocated grant from Evanston Community Foundation
 - 10-week paid internships with local Evanston employers for Evanston Township High School (ETHS) graduating seniors
 - All interns registered as employees of the City of Evanston – Mayor’s Summer Youth Employment Program (MSYEP) for purposes of payroll and insurance.
 - Honed the program each year to meet employer needs
 - Training about how to manage a new graduate
 - Best way to onboard a student
 - Mentoring responsibility
- Process for student recruitment
 - Employers lined up 60 days before student application period starts
 - ETHS announces student sign-up dates through ETHS communication network
 - As applications are received, students are scheduled for initial interview
 - Explore career choices they checked on the application.
 - Resume review
 - Career readiness assessment
 - Placement commences after all the applications are in and students interviewed.

iKit Summer Internship Program Flyer

Evanston Township High School

2022

iKIT Summer Internship for Graduating Seniors

We are searching for 25-30 dedicated ETHS Wildkits to be placed in multiple local businesses to explore various Career Pathways!

Age 18+
Paid \$15/Hour
Must be available during Summer 2022 June-August

Apply now!
tinyurl.com/ETHSIKITAPPLICATION

Questions?
Email Mrs. Vazquez svazquez@eths202.org
Ms. Franco franco@eths202.org



Mayor's Employer
Advisory Council

iKit Summer Internship Program

- Prior to student assignment, employers required to submit:
 - Job description
 - Look for at least two work areas of engagement
 - Written assessment by employer at midpoint and end point
 - Attend mandatory employer training – how to successfully manage a young person right out of high school
 - Day-one onboarding schedule
 - Employer requirement check list (Vaccinations, background check, drivers license, etc.)
- 25-30 hours per week for 10 weeks
- Pay: \$15/hour
- Interns are enrolled in the Mayor's Summer Youth Employment Roster
- ▶ Hire if appropriate

Next steps

- ▶ ETHS Superintendent set a goal of 800 work-based learning experiences for students each year
 - ▶ Expand iKit Summer internship program to 50 young people per year for summer of 2024
 - ▶ Include rising seniors in specific pathways
 - ▶ Expand MEAC employer roster to at least 80 employers covering all pathways
- ▶ Partner with the Evanston Collective – **NEW INITIATIVE!!**
 - ▶ Ryan Stadium Build - \$850 Million. 3-year construction project.
 - ▶ NU Workforce Development Project
- ▶ Assist ETHS development of more rigorous CTE platform – Arts and Innovation
- ▶ \$43 million CTE and Arts facility upgrade

Panel Discussion

- **Theresa Todd, WBL Intermediary, Black Hawk College**
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