SECURING QUALITY INTERNSHIPS

The following best practices were collected during several national and regional convenings of advisory board leaders. Additional considerations and supplementary resource recommendations are included as well.

• Set goals for each member to find, fund, or furnish several internships every year – starting an Internships sub-committee is recommended to achieving these goals.

• To help boards forecast internship needs, academies should provide the number of incoming juniors at the beginning of every school year and provide frequent updates on the number of eligible/available students as the school-year progresses.

• Engage new partners for low time/money investment activities along the WBL continuum, such as guest speaking and mock interviews, introducing partners to students and your program.

• Look for and align to local youth employment initiatives, for example, Mayor’s Intern Programs.

• High-performing boards help the internship supervisor orientation process to ensure all internships result in high-quality internships with a completed NAFTrack Internship Assessment. Peers advocating the importance of a completed assessment has shown to be more effective. Not all interns may pass the assessment but increasing the completion rate is critical.

• Recognizing the importance of intern preparation, boards also support intern preparation or orientation activities in addition to providing a continuum of WBL activities.

• Research internship providers who aim to find job opportunities for undocumented students – some non-profits provide funding for internships for students with this need.

• Find funding for clothes and/or transportation for internships through local government entities, large corporations (some hotels provide uniforms and transportation), clothes drives, and organizations like Dress for Success.

RESOURCES

All available for download in the Academy Support Hub (ASH).

WORK-BASED LEARNING

• NAF’s Approach to Internships
• Intern Work and Learning Plan
• Internship Weekly Check-In Meeting

RESULTS

• Advisory Board Impact Dashboard

NAF.ORG/RESOURCES

• Securing Paid Internships
• Internship Implementation Guide