



Urban League of
Philadelphia



2018 Summer Internship Program

The Urban League of Philadelphia and TriZen, LLC are partnering with the School District of Philadelphia to provide 75 rising 11th grade students with summer internships. The Summer Internship Program is a **paid 6-week internship** for select students at the School District of Philadelphia's GEAR UP high schools. GEAR UP serves students in 12 comprehensive high schools and is designed to increase the number of low-income students who are prepared to enter and succeed in post-secondary education.

The Summer Internship Program was established to motivate, enlighten and empower students to reach their full potential by exposing them to a range of professions and businesses. Our goal is to foster the acquisition of social, academic and 21st Century skills, through work-based learning. Therefore, the program is designed to challenge youth to understand the correlation between work experience, skill attainment and high school completion, and how these variables impact their potential for college and career success.

How the Program Works:

Students are currently participating in a 3-month workplace readiness program focused on increasing the student's resume writing, job application completion, interviewing and professional etiquette skills. After an extensive application and acceptance process, each employer will have an opportunity to interview potential interns and select students that best fit the needs of the organization and position.

Students will be paid for this work experience through funding provided by the GEAR UP grant. Employers are responsible for providing a safe and nurturing work environment, as well as taking a special interest in the growth and development of their student intern(s).

Program Snapshot:

- **Student wages are paid through a grant funded by GEAR UP**
- The Summer Internship Program runs from July 9, 2018 - August 17, 2018
- Students are allowed to work a total of 16 hours per week (4 hours daily Mon-Thurs)
- Students are required to attend weekly professional development sessions (every Friday)
- Timekeeping and Payroll are handled by Urban League of Phila./TriZen, LLC

Host Company Requirements:

- Primary contact person/company representative must pass PA Criminal, Child Abuse and FBI Fingerprint background checks
- Work site must have 3 or more employees present at all times
- Home-based businesses/work sites are ineligible

Please consider participating in this program, designed to make a difference in the life of our students.

If you are interested in hosting a student intern(s) for the Summer Internship Program, please contact **Giva Ann Wilkerson, Program Manager, TriZen, LLC**, at Giva@trizeninc.com or **215.935.6808** by **Wednesday, February 28, 2018**.