

Become an *exalt* Internship Provider

Access & opportunity are the greatest gifts we can give to our youth. *Each exalt* intern is eager for an opportunity to gain work experiences and develop skills that will enable them to forge positive, constructive futures.

The internship component of our programming promotes community engagement through a mutually beneficial model. Our internship partners receive support within their business while simultaneously creating opportunities for our participants to broaden and explore their professional aspirations. To maximize both our own, and our internship partners' confidence in the youth we serve, our students undergo several screening processes:

- **Referral:** Most youth come to us through our partnerships with referral agencies. These agencies provide us with background information on the young people and can attest to their behavior over the past several months.
- **Application process:** *exalt* selects participants through a competitive interview process. Candidates undergo an extensive assessment process with a Program Coordinator and are chosen based on demonstrated levels of motivation and openness to new experiences.
- **Professional development training:** Our six week professional development training class gives us insight into participants' accountability, maturity, motivation and behavior. A participant must successfully complete this six week class with very strict attendance and punctuality policies and high standards for participation and behavior in order to be matched with an external internship partner.

How it Works:

exalt Program Coordinators and Senior Teachers work with cohorts of youth (ages 15-19) who participate in an intensive six week-long pre-internship training that provides them with employability and life skills.

- Each internship experience is individually designed, to ensure a match between employer needs and youths' interests, experience, skill and maturity levels.
- Internship supervisors have the opportunity to interview each potential *exalt* intern.
- *exalt* interns work 8 hours per week (around their school schedules) for 8 weeks. Work schedules are determined amongst the internship provider, participant, teacher and program coordinator.
- *exalt* pays interns stipends of \$12.00/hour. Interns can gain increases to \$12.50/hour after their first month based on performance.
- During internships, *exalt* interns participate in weekly seminars every Friday from 4:30-6:30 at *exalt* to process their experiences and build on their education and career development skill building.
- Senior Teachers and Program Coordinators will keep an open line of communication to extend support to internship providers via phone calls, email and site visits.

As an *exalt* Internship Provider you will:

- Expose youth to career paths in your industry's sector.
- Provide mentorship, training and meaningful work experiences to intern.
- Help youth develop networks and resources that broaden their vision of what is possible for them personally and professionally.

Your Role:

- Assist the *exalt* Partnership Development and Internship Liaison with developing a job description for the internship at your workplace.
- Provide an *exalt* intern with an Internship Supervisor. The Supervisor:
 - Provides guidance and mentorship to intern throughout the internship.

- Sets aside time to work closely with the intern, including an initial orientation to the work site and their job duties, as well as weekly one-on-one check-ins throughout the internship phase.
- Assists intern in developing a comprehensive understanding of your workplace, the various roles of people within the workplace, and the sector in general.
- Creates tangible tasks and projects for the intern to accomplish.
- Communicates with the Senior Teacher or Program Coordinator consistently, giving honest feedback and updates on the interns' performance.

Our participants are provided with a strong support network throughout their time at **exalt**, promoting the positive transformation necessary for a successful introduction to the world of work. The reasons that our youth might fail in internships are reasons typical for most adolescents – namely self-sabotage by failing to show up or demonstrating waning levels of initiative. In fact, because many of our students may have open cases or be on Probation, they have a lot more to lose by “messing up” than the typical teenager. They are very mindful of the stigma that is attached to them from being involved in the justice system and are invested in altering people’s perceptions of them from stereotypes to individuals who want to achieve.

Join us in our efforts to equip some of NYC's most underserved youth populations with the tools they need to change their lives and the communities they belong to.

To become an internship provider contact Eleazar Adjehoun at (347) 621.6100 ext.105 or at Eleazaradjehoun@exaltyouth.org