



Capstone: Youth Internship

Career Cluster	All
Course Code	80018
Prerequisite(s)	None; Recommended: Foundational CTE Course(s)
Credit	0.5 – 1.0
Graduation Requirement	Can meet the 1 unit of any combination of the following: Capstone Experience, Approved CTE, or World Language
Program of Study and Sequence	Foundational Course – Pathway Course – Capstone: Youth Internship – Postsecondary Program
Student Organization	DECA, FBLA, FCCLA, FFA, HOSA, SkillsUSA
Coordinating Work-Based Learning	Internship, Cooperative Work Experience, Mentoring
Industry Certifications	May vary based on student’s career interest and personal learning plan
Dual Credit or Dual Enrollment	Varies depending upon youth internship
Teacher Certification	7-12 Certified Teachers, Certified School Counselors, Certified Administrators
Resources	http://youth.gov/youth-topics/youth-employment/rules-and-regulations-youth-employment

Course Description:

Capstone: Youth internships allow students to gain authentic, real-world experience in business and industry. Students’ interests, strengths, and chosen career clusters/pathways determine the internship experience(s). Based on the internship experience(s), students will gain insight to their postsecondary personal learning plan.

Program of Study Application

Capstone: Youth Internship is a capstone experience at the secondary level. Capstone: Youth Internship would follow coursework in any career cluster and may precede enrollment in a postsecondary program.

Career Cluster: All

Course: Youth Internship

Course Standards

YI 1 Students will analyze personal aptitudes, abilities, strengths, talents, and weaknesses.

<i>Webb Level</i>	<i>Sub-indicator</i>	<i>Integrated Content</i>
Level 3: Strategic Thinking	YI 1.1 Connect an understanding of self to career area of interest Examples: <ul style="list-style-type: none">• Personal assessments (Myers-Briggs, Match Maker)• Multiple intelligences• Left/right brain dominance• Reality Check – understanding personal lifestyle vs. career preference	

Notes

YI 2 Students will apply career development skills.

<i>Webb Level</i>	<i>Sub-indicator</i>	<i>Integrated Content</i>
Level 2: Skill/Concept	<p>YI 2.1 Exhibit positive work-based behaviors</p> <p>Examples:</p> <ul style="list-style-type: none"> • Ethics, teamwork, cooperation, appropriate behaviors/communications • Appropriate use of technology and social media • Secretary’s Commission on Achieving Necessary Skills (SCANS) • Power Skills • Focus on leadership in the workplace • Appropriate dress/dress for the job 	<p>SCANS Skills</p> <p>http://www.academycinovations.com/report.html</p>
Level 4: Extended Thinking	<p>YI 2.2 Apply behaviors and qualities to multiple work-based settings</p> <p>Examples:</p> <ul style="list-style-type: none"> • Appropriate communication (phone/text/email) • Assessments from mentor 	
Level 4: Extended Thinking	<p>YI 2.3 Create a professional portfolio</p> <p>Minimum Requirements:</p> <ul style="list-style-type: none"> • Résumé • Cover Letter • References • Letters of Recommendation • Personality Assessments • Daily Journal Entries 	

Notes

Career Cluster: All

Course: Youth Internship

YI 3 Students will complete a youth internship.

<i>Webb Level</i>	<i>Sub-indicator</i>	<i>Integrated Content</i>
Level 4: Extended Thinking	YI 3.1 Prove an understanding of steps to acquire employment Examples: <ul style="list-style-type: none">• Application• Interview• Background Check• Health Insurance Portability and Accountability Act (HIPAA), etc.	
Level 2: Skill/Concept	YI 3.2 Perform daily work tasks consistent with the responsibilities and work culture of the chosen internship field Examples: <ul style="list-style-type: none">• Arriving/departing on time• Communicating with supervisor/co-worker/internship coordinator• Completing assigned tasks	

Notes

YI 4 Students will develop a postsecondary personal learning plan after completion of internship experiences.

<i>Webb Level</i>	<i>Sub-indicator</i>	<i>Integrated Content</i>
Level 4: Extended Thinking	YI 4.1 Analyze internship experiences Examples: <ul style="list-style-type: none"> • Journaling experiences • Likes/dislikes • Reflection – written/verbal • Exit interview with internship coordinator • Employer/mentor evaluations 	
Level 4 Extended Thinking	YI 4.2 Connect future career goals to steps needed to achieve them Examples: <ul style="list-style-type: none"> • Construct a timeline of goals for furthering/preparing for the workforce • Scholarship • Postsecondary – options for schooling • Certifications and training 	
Level 4: Extended Thinking	YI 4.3 Prove skills and knowledge gained from internship experience Examples: <ul style="list-style-type: none"> • Panel Interview/presentation • Sharing with other students/administration • Multimedia, PowerPoint, etc. • Visual demonstrations • Portfolio of experiences – photos, time line, reflections, etc. 	

Notes