



CAREER AND TECHNICAL EDUCATION
— of St. Johns County —

Summer Internships

Presented by

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CAREER AND TECHNICAL EDUCATION

— of St. Johns County —



Career & Technical Education of St. Johns County empowers students with the professional and technical training necessary to succeed in future careers.



Currently we have 28 programs of study across nine high schools in St. Johns County.



In the summer of 2023, we had 186 student interns at 56 businesses in Northeast Florida.



<https://cte.stjohns.k12.fl.us/>



SUMMER INTERNSHIPS

WHAT ARE THEY? WHO QUALIFIES?

- St. Johns County Career Academy programs offers summer internships that relates to the specific Career Academy focus.
 - 6 weeks long, 120 hours
 - Paid or unpaid, employers' decision
 - Student provides own transportation
- The initial requirement to apply for a summer internship are:
 - Currently enrolled in a St. Johns County Career Academy
 - Current Junior
 - Suggested 2.5 GPA (fall semester of Junior year)
 - Has a good attendance record and discipline history



INTERNSHIP BENEFITS TO STUDENTS

- Allows students to apply classroom instruction and specific skills in a work environment
- Exposes students to broad, relevant, enriching educational experiences in business
- Allows students to observe and use current workplace practices and technologies
- Enhances students' core workplace skills: teamwork, decorum, ethics, time management, problem solving, written and oral communications skills, etc.
- Provides the student with a valuable foundation for any future career

INTERNSHIP PARTNERS EXAMPLES



This is a small sample of business partners who provided internship opportunities in the summer of 2023!

FORMER INTERNSHIP STUDENTS

WHAT DID THEY DO?

WHERE DID THEY WORK?



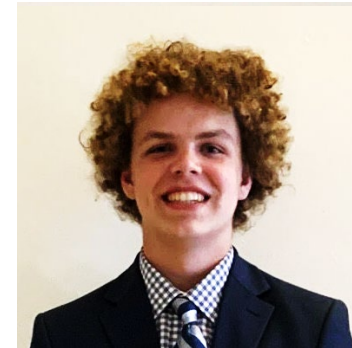
Culinary
Cutie Pies Bake Shop



Information Technology
Anastasia Mosquito Control



Biotechnology
GyoGreens



Engineering
Haskell



Interior Design
I Castillo Designs



CULINARY ACADEMY

CUTIE PIES BAKE SHOP

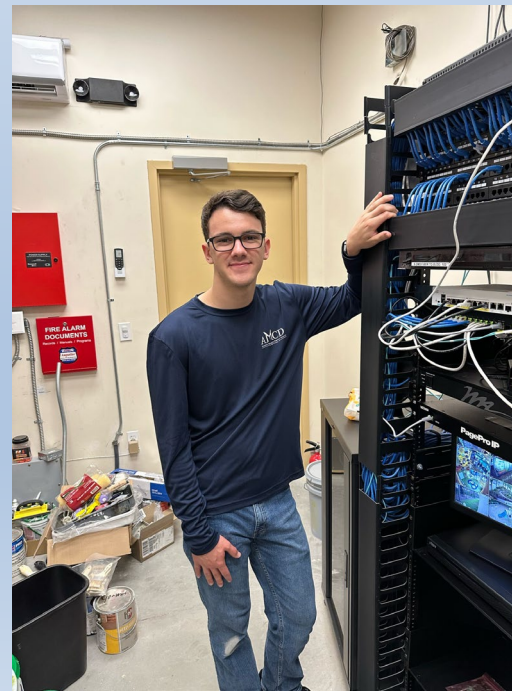


- Sanitation & safety in the kitchen – ServSafe Certification
- Proper storage of raw ingredients – ServSafe Certification
- Mise en Place: getting all the items needed for a task and keeping my area clean
- Accurately measuring ingredients
- Learning to check/adjust baking times for proper baking temperatures
- Making various icings and perfecting piping skills
- Making and packaging large orders
- Teamwork, independent work, dependability, attention to task

INFORMATION TECHNOLOGY

Anastasia Mosquito Control

- Updating computers
- Assisted staff with IT concerns
- IT Helpdesk
- Server cleaning
- A/V equipment in Museum of Disease Vectors
- 3D Printer set-up and configuration
- Ride alongs with surveillance and technicians





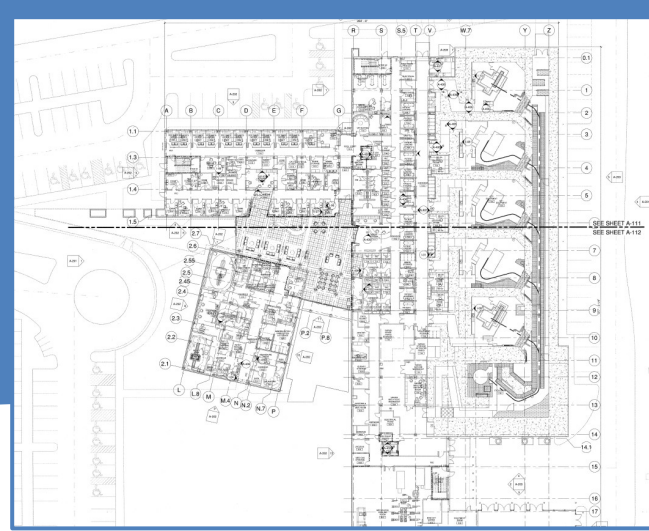
BIOTECHNOLOGY

GYO GREENS



- Seeding
- Rafting
- Water testing
- Harvesting
- Fish feeding
- Weeding and composting
- Cleaning and preparation for weekly deliveries
- We use BT Corn as a preventive for bugs because Gyo Greens is an organic farm and does not use pesticides, which is a topic I studied in the GMO unit in my academy.
- Quality control was a big aspect during the internship due the produce being sold to restaurants and consumers which is like the quality control I learned about for pharmaceutical production in class.
- We would utilize assays like PH testing and other visual assays like the quantity of algae and the color of the leaves on the plants to evaluate the water quality.

ENGINEERING HASKELL

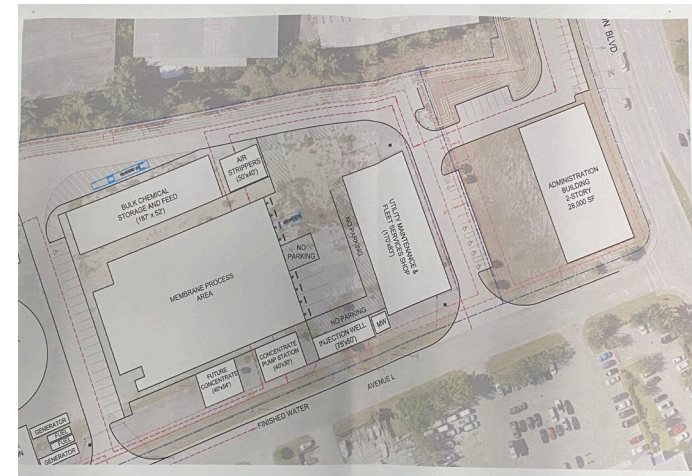
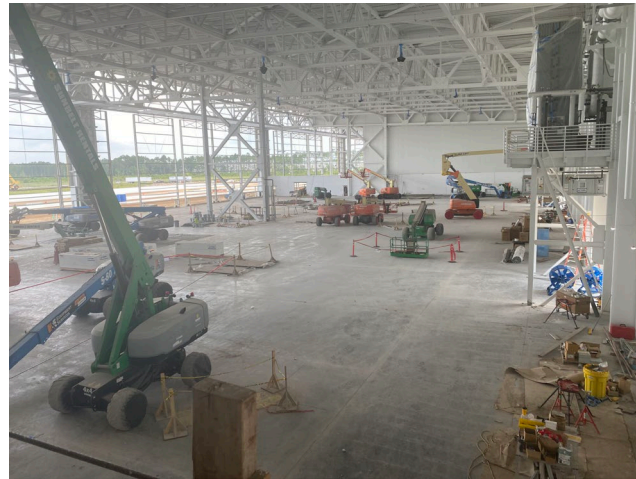


Shadowing Professionals

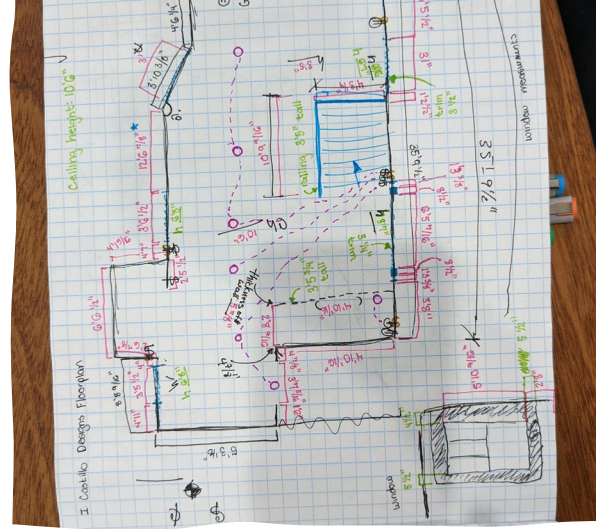
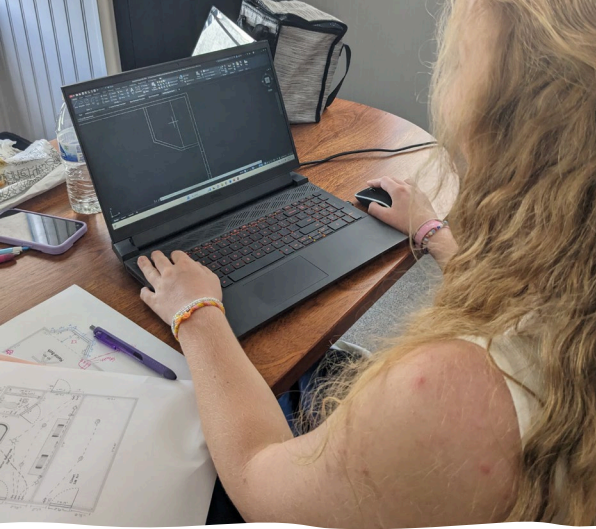
Site Visits

Project Manager Development

Professional Interviews

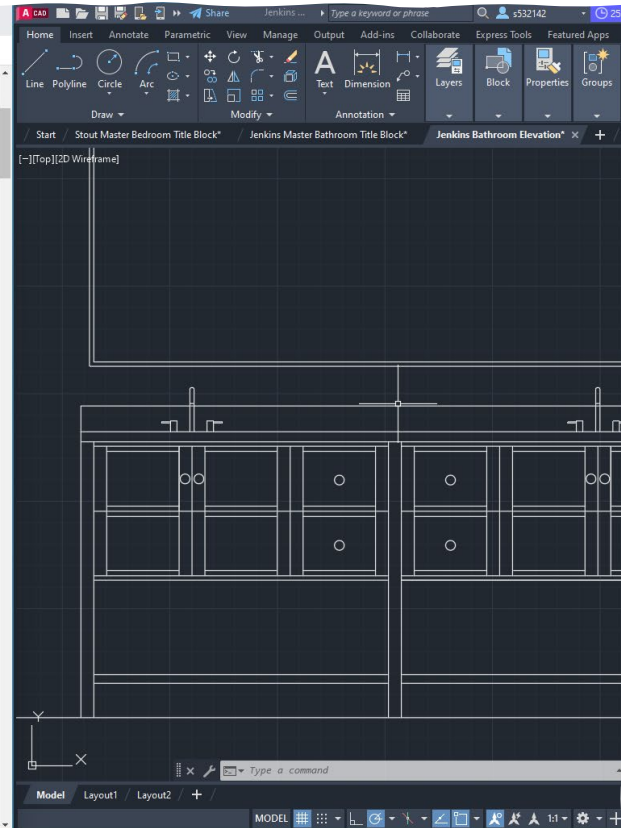
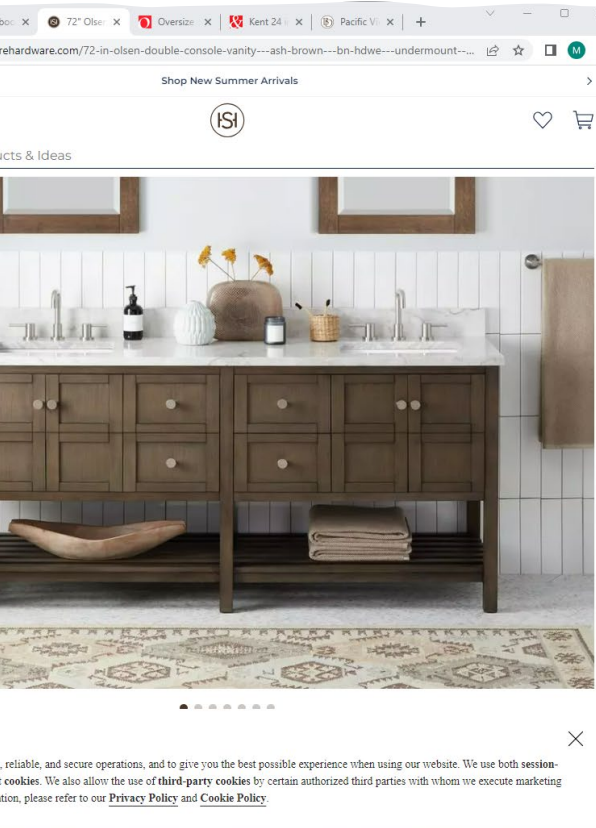


Kennedy Setser - 2nd
Design Associate - Electrical



INTERIOR DESIGN

I CASTILLO DESIGNS

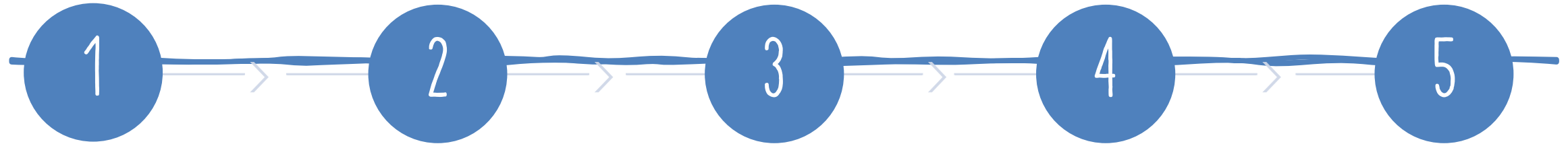


- Through this internship, I was able to:
- Hand-draw floorplans
- Create floorplans, wall sections, and elevations in AutoCAD
- Work with real-life clients to create a floorplan suitable for their home
- Convert online furniture into AutoCAD blocks
- Make a presentation of Architecture from other countries

WHAT IS THE PROCESS?

TIMELINE

This process is conducted by the school's career specialist.



Phase 1: January

All CA juniors complete a Summer Internship Overview during the month of January.

Digital link for the Career Academy Student Internship Application and Agreement Form will be made available.

Deadline for the forms to be completed is January 26st.

Phase 2: February

All CA juniors receive training on Writing Resumés & Cover Letters during the month of February.

Intern applicants must submit Resumés to their Career Specialists by February 29th.

Phase 3: March

All CA juniors receive training on Interviewing Skills during the month of March.

Students who complete intern applications must participate in Mock Interviews.

Phase 4: April

Intern applicants will have interviews with internship supervisors in April.

Final intern selections are determined, and both the intern and employer are informed.

NOT EVERYONE WILL RECEIVE AN INTERNSHIP OFFER.

Phase 5: May

Interns will contact the business to establish a date and time at the business site for an orientation meeting and complete the Orientation Form and Training Agreement.

PHASE 6: JUNE-JULY

This phase is monitored by Career and Technical Education Work-Based Learning Coordinator, Ashley Wimpelberg.



Interns complete 120 hours over 6 weeks, preferably from June 3 – July 12, 2024



Students submit a weekly Timesheet and Progress Evaluation Form



Students submit a final Internship Summary PowerPoint by August 1st (minimum of 5 slides with 3 student photos)

SUMMARY

- Summer Internships are for Career Academy Juniors.
- The application process goes through Career Specialist from January to May.
- There is no guarantee that a student will receive an internship. We always have more applications than availability.



NEXT STEPS

Contact your career specialist with questions during the process:

HIGH SCHOOL

Beachside High School
Bartram Trail High School
Creekside High School
Nease High School
Pedro Menendez High School
Ponte Vedra High School
St. Augustine High School
St. Johns Technical High School
Tocoi Creek High School

CAREER AND TECHNICAL EDUCATION

CAREER SPECIALIST

Kendra Stone
Chris Force
Lynda Kelly
Jaime Combs
Kristina Bransford
Marisa Leonard
Rob Raimann
Andrea Armstrong
Kristina Dulaney- Johnson

Ashley Wimpelberg

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Website: <https://cte.stjohns.k12.fl.us/internships/>