



# KIPP:

**KIPP is a national network of free, open-enrollment, college-preparatory public charter schools with a track record of preparing students in under-resourced communities for success in college and in life. Together we can close the attainment gap!**

### **Benefits of the Internship Program:**

- Provides organizations the opportunity to impact the lives of under-resourced students and help inspire our future leaders through opening doors to real life work experiences to and through college.
- Establishes relationships between employers, community organizations and educational institutions in order to begin developing a pipeline of qualified candidates.
- Introduces youth to the habits and value of compensated work and promotes building the necessary skills for better life and ultimately community outcomes.
- Participating employers and students receive benefit of mentoring relationships.

### **Future Focus Internship:**

- Partners provide a 2-6 week internship for KIPP high school students (50 hour minimum).
- Approximate investment of \$500 - \$1,200 per intern. Based on an hourly rate of \$10/hour for 20 hours/week.
- Job shadowing opportunities are also available.
- The KIPP through College (KTC) team will provide support and best practices to students and partners.

### **Future Focus**

**College & Career Readiness Program**  
*Created in partnership with Accenture*

Future Focus is a college & career readiness program designed to equip high school and college students with the skills necessary to succeed in college and in the workplace. Session topics range from Professionalism & Work Ethics to Technology Media & Literacy.

### **Students in Future Focus:**

- **Learn** essential career and life skills.
- **Explore** career interest areas and access career professionals.
- **Determine** what is required of the career field they want to enter.
- **Gain** early exposure to career fields they may not know exist.



KIPP THROUGH COLLEGE

# Future Focus Partnership

The Future Focus Partnership connects organizations to interns with the academic and character skills developed at KIPP MA.

## Student Commitments

- Bring skills, dedication, and the desire to learn and contribute to KIPP MA partners. .
- Complete the Future Focus career readiness training program which includes: participating in a minimum of 5 web-based trainings, creating a career development plan and resume, and practicing interview skills.
- Adhere to all company policies; this includes and is not limited to background check, dress code, client confidentiality agreements, hours and use of equipment and facilities.
- Engage a parent or guardian throughout the entire career readiness program for their support and commitment.
- Check in with KIPP through College (KTC) staff during the internship for support.

## Partnering Employer Commitments

- Conduct an initial expectations-setting with students to ensure mutual understanding of expectations, interests, skills, and responsibilities.
- Provide students with meaningful learning opportunities including regular constructive feedback.
- Assign students a supervisor and singular point of contact for completing onboarding and company administrative activities such as evaluations and time reports.

## KIPP through College (KTC) Commitments

- Ensure students successfully complete career readiness program.
- Conduct resume review, interviews, and selection/matching process for internship placements.
- Assist with onboarding and administrative requirements as needed.
- Provide support and best practices to both students and employers.

## Recommended Best Practices

- Connect students with a “buddy” who may have common interests and skills as well as the desire to make a meaningful connection with under-resourced youth.
- Use materials provided by KTC to facilitate a conversation about expectations with the student (work hours, attire, student interests, leadership/communication styles, frequency of feedback and any other relevant information about office culture).
- Engage students on a large team in order to reduce workload on internship partner or rotate students through the company to gain exposure to different aspects of the business.

**Interested in learning more?**

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Future Focus College & Career Readiness Program was created in partnership with:

