



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:

