



# 12th Grade Internship (Senior Co-Op): An Introduction

## Foundational Information for Mentors

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### What is Senior Co-Op? Why do we do it at High Tech High?

At High Tech High, one of our design principles is Authentic Work. We provide authentic connections to the adult world for students at every grade level, but it takes a new form during Junior and Senior year. During Senior Co-Op, students aren't just connected to the adult world - for four weeks, they're immersed in it, working and learning full-time as interns with professional organizations.

Working with an on-site mentor, every student co-designs and completes a project that benefits the organization and allows the student to develop valuable workplace skills. The Senior Co-Op experience also helps students as they prepare for life after high school.

### Basis Logistics

- Dates for 2024 Senior Co-Op: May 12th - June 5th
- Hours: 6-8 hrs per day (30 hrs/wk)
- Senior Co-Op is part of our foundational school curriculum and is completed for academic credit. As such, interns are unpaid.

### What students do during internship (this is how they get credit!)

- Work for 30-40 hours a week on-site at a professional organization
- Work with a mentor to design and complete a project that benefits the organization
- Document the internship experience and share it with teachers and fellow students
  - Weekly Blogging & Photography
  - Documenting their hours

### Requirements for internship mentors:

An internship mentor must...

- have an undergraduate college degree (or higher) or an equivalent professional certification
- have an "official", professional workplace (in other words, not work from home)
- not be related to the intern
- be available to the intern throughout the internship
- provide opportunities for the intern to understand the complexities of their job

### Internship Logistics

**Pay:** Internships are unpaid. Interns may be paid after internship hours, after school, or in the summer at mentor's discretion.

**Transportation:** Students and their families are responsible for finding transportation to internship.

**Internship Coordinator / Community Outreach Coordinator:** Contact Taylor Hanlan ([thanlan@hightechhigh.org](mailto:thanlan@hightechhigh.org)) for more information.

