

BTE-Silicon Valley High School Student Summer Internship Information

There are wide choices of careers in the science and health industry. Professionals have diverse career paths as unique as the person. However, all require an understanding of science and math. The Bridge-to-Employment Silicon Valley (BTE-SV) program aims to give high school students a rare opportunity to learn, interact and develop their interest in the science and health fields by providing an internship in an academic, non-profit or industrial setting. You will be part of a working group, interacting with and learning from various employees of different backgrounds and positions, take tours of other sites for exposure to different industry sectors, complete a specified project, create a Power Point and poster, and present them in a public setting. Through this experience, you will be able to start your own pathway with a list of mentors and career coaches as guides and see the relevance of classroom education in action.

If you are interested in applying for a BTE-SV internship, please read this document THOROUGHLY! Read the job descriptions file carefully and think about what you would enjoy learning and doing. Consider whether the dates, location and site details affect your ability to participate in the ENTIRE program. Do not apply if you are committed to sports practice, camps, counseling or other jobs that would interfere with a normal work-day schedule. You should consult with your parents regarding dates, hours and transportation issues. Unfortunately, not all qualified candidates are invited for an interview. If you are granted an interview, you will be contacted directly by the host site for schedule. Please reply promptly and courteously to the request.

ELIGIBILITY: High school student grades 9-11th currently in classes taught by active Santa Clara County Biotechnology Education Partnership (SCCBEP) or Bay Area Biotechnology Consortium (BABEC) teachers. An active teacher is one who is utilizing SCCBEP/BABEC biotechnology curriculum/lab resources in the classroom this academic year. Students completing 9-10th grades are especially encouraged to apply.

PROGRAM: Internships are for 6 weeks from June 28 – Aug 6, 2010. NO EXCEPTIONS to the start and end dates. Students work from 30-40 hours a week depending on agreement with their supervisor. Days-off during the week of July 4th is by arrangement with supervisor. Students MUST be able to obtain a school work permit and be ELIGIBLE to work. Student and parent/guardian must complete hiring and contract paperwork with SCCBEP (no exceptions). Students are paid a stipend of \$1000 for the 6 weeks of internship. Paychecks are issued by SCCBEP through the SJSU Research Foundation in installments.

Students are expected to behave and dress appropriate to a professional environment. Students will develop soft skills as well as technical skills and participate as an employee. Some companies will require separate drug tests and paperwork prior to starting of internship. All interns are expected to complete a 10min Power Point presentation by Aug 7, 2009. Poster presentation will be created based on the Power Point and printed in large format by SCCBEP. Detailed directions will be given for the presentation and poster in the Student Intern Binder. A Poster Presentation and Celebration for mentors, students, families, and teachers will be during the week of Aug 9-13 (date to be determined) at Santa Clara U..

APPLICATION: Applicants should submit a Cover Letter, Resumé and the Application form electronically by May 1, 2010. List up to 3 of the positions you are interested in. Direct all questions and submit COMPLETED application to Dr. Katy Korsmeyer <kuokaty@scientist.com>. Applications must be emailed as a Word document, no fax, delivered or mailed applications will be accepted.

DATES:

May 1 – Application deadline

May – Interviews

June – Internship offers

June 8 or 9 – Intern and Parent Orientation. Work permit and hiring paperwork must be completed by student and parent or guardian at Orientation. Some companies might require separate drug test and paperwork.

June 28 - Aug 6 – BTE-SV Internship. 3 Half day company tours.

August 9-13 (TBD) – 6-8PM – Poster Presentation and Celebration (Santa Clara U)

BTE-Silicon Valley High School Student Summer Internship Application

Name: _____

Age (as of June 2009): _____ Grade (Fall 2009): _____

School: _____

Email: _____ Phone: _____

Science Teacher: _____ GPA: _____

Please answer the questions below to the best of your ability. Feel free to use extra pages if necessary.

Please list the positions you are interested in.

Please list 2 reasons why you feel that a BTE-SV internship will be beneficial to you?

List two qualities that you possess and why they would help you be successful in an internship program (highly motivated, ability to work independently, punctual, etc...).

Interns will work 6-8 hours a day for six weeks from June 28 – Aug 6, 2010. Positions are at different cities in the Bay Area and the program includes company tours at different sites. Will you be able to meet the **TIME** and **TRANSPORTATION** requirements of this internship position?

List science classes you have completed (Biology, Chemistry, Physio, Biotech, Physics...)? What skills did you gain from these classes that you feel would be useful in this internship?

What are your future academic and career aspirations? Feel free to continue on additional pages.