

### Internships:

An internship is an opportunity for a student to have practical experience in a workplace while gaining exposure to a career of interest. The experience helps students see the relevance of what they are learning in high school, helps them gain an understanding of what it means to have a job and helps them in their development of an educational and career plan for the future.

SVA's internship program is designed to give students guidance, support, and high school credit for time spent at a work site. In order to receive internship credits, the student must first complete a College and Career Readiness course (5 credits). The student is then eligible to complete 75 hours of successful field experience (5 credits).

Note: Students are not paid for internships, or considered an "employee." Interns do not take the place of an employee.

During an internship, students will:

- Keep up with all course work as specified on their SVA Master Agreement.
- Keep an accurate log of time and date and activities performed of scheduled intern hours, signed by the business partner supervisor.
- Meet regularly with their SVA Teacher and Internship Coordinator to report progress and/or any difficulties arising at the internship site.
- Show honesty, punctuality, courtesy, a cooperative attitude, proper health and grooming habits, appropriate dress, and have a willingness to learn.
- Be a positive role model and quality representative of SVA.
- Conform to all the rules and regulations of the business site.
- Maintain confidentiality as required by the circumstances of the experience at the business.

Benefits to students:

- Explore a career interest in a real-world experience.
- Build relationships with adult mentors.
- Learn professional skills, attitudes, and expertise that are necessary in today's workplace.
- Learn skills such as organization, punctuality, and time management.
- Understand the importance of education and develop long term goals.

A student interested in participating in an Internship must contact their SVA Teacher or SVA's High School Coordinator. Prior to beginning an internship, students can request to job shadow a business for a short period of time to determine whether they would like to be hired, complete an internship, or volunteer their time.

SVA's High School Coordinator, along with the student, will coordinate and research job shadow opportunities. SVA also offers students' access to "Virtual Job Shadow," an online website where students may research and virtually visit hundreds of occupations within different career industries.

#### Service Learning:

Many of our SVA students contribute to their communities by volunteering at church, schools, community service organizations, and local community events. Learning the meaning of service, in whatever form, helps our students become contributing members of their communities and positively reinforces their values, skills, and strengths.

Students are required to document the place where they volunteer, the activities performed, and the hours. Approximately fifteen hours of service learning earns one high school credit. Students are evaluated each semester by their supervisor.

#### Career Technical Education:

SVA offers Career Technical Education (CTE) courses and CTE Pathway Programs (a set of courses in one career area). These courses are designed to provide students with the academic and technical skills, knowledge and training necessary to succeed in future careers. Each SVA high school student has the opportunity to take a series of courses to complete a pathway and receive a certificate of completion. Participation in SVA's CTE program will provide opportunities for employment and/or associate, bachelor's and advanced degrees, while at the same time developing career-relevant, real-world 21<sup>st</sup> Century skills.

Each pathway requires a minimum of 300 hours of coursework. This equals a minimum of 3 courses of study, including an introductory course, a concentrator course, and a capstone course. Courses must be taken in sequential order. Please consult your SVA Teacher or High School Coordinator for the specific courses needed for any pathway completion.

SVA offers pathways in the following areas:

- Business Management
- Engineering Design
- Family and Human Services
- Food Service and Hospitality
- Forestry and Natural Resources
- Emergency Response (Fire Science)
- Information Support and Services
- Patient Care
- Agricultural Science
- Animation
- Visual/Commercial Art
- Game Design
- International Business