

## Employer Internship Fact Sheet

Through an internship, NYC high school students are placed at a worksite for a defined period of time to participate in and observe work first hand.

Internships provide a direct benefit to the employer and give students the opportunity to learn by doing real work and being productively engaged in the workplace. Interns may work individually, in teams, work on a project or rotate through a number of departments and job functions.

**Program Level:** 11<sup>th</sup> grade or higher  
**Employer/Student Ratio:** 1:1 (maximum 1:5)  
**Duration:** 6-8 weeks, 60 or more hours  
**Location:** Workplace  
**Costs:** Wages (often subsidized)  
**Special Considerations:** Internships may be paid or unpaid, depending on whether the student is performing productive work for the employer and other factors.

See USDOL Internship Factsheet #71  
<http://www.dol.gov/whd/regs/compliance/whdfs71.htm>

## Why is an Internship important for students?

- Every young person needs a first job, and for many, an internship provides that opportunity.
- An internship provides exposure to a wide range of careers and jobs within the industry and a chance to explore a field of interest.
- Students who participate in an internship experience higher graduation rates and better employment outcomes later in life.
- Helps develop occupational knowledge and the ability to perform successfully in the workplace.
- Offers an opportunity to develop, practice and demonstrate new skills and to learn what education and skills are needed to be successful in the industry.
- Gives students a chance to develop adult and team relationships.

## What are the benefits to my company?

- Introduces potential future workers to job opportunities with your company.
- Exposes students to the skill needs, educational requirements and career opportunities in your industry.
- Brings new energy and a fresh perspective to your workplace.
- Shows your employees that you are committed to supporting education and helps them understand how to communicate with the next generation of workers.
- Provides opportunities for existing workers to develop supervisory skills.
- Promotes an understanding of the role and contributions of your business in the community.
- Offers a public relations benefit.

## What do I need to do next?

- Contact your work-based learning coordinator and work with him/her to design the internship.
- Arrange for a presentation to your employees.
- Consider any impacts on company policy.

## Resources

- Distribute the Employer Internship Tip Sheet to interested employees.
- Review the Employer Participation Options Fact Sheet to learn more about how to get the most out of your partnership with the NYC Public Schools.