



College & Career Readiness Internship Program Overview: Summer 2021

What are the expectations of intern employers?

- Provide a safe and supportive environment where SFUSD interns can practice job skills, learn about a career field, and contribute to the success of the work site.
- Assign an on-site staff member to oversee and support student interns throughout the duration of their internship.
- Serve as a role model for college readiness and career exploration.

How can my work site benefit from hosting SFUSD interns?

- Gain extra support for tasks, projects and/or events.
- Build relationships with potential future colleagues.
- Pride in supporting local youth development.

What types of tasks or projects can SFUSD interns do?

- Office support: clerical tasks, events, marketing, and fundraising support.
- Job shadowing: observe operations and/or employees.
- Direct services: work with clients, help with hands-on tasks, or other physical work.

REQUIRED HOURS	<ul style="list-style-type: none"> ● 75-150 hours for the summer. ● Approximately 20-25 hours a week. ● Hours are flexible.
DATES	<ul style="list-style-type: none"> ● June - July 2021 ● Option to extend to the end of July and/or continue to host intern(s) into fall or spring. ● Schedule interns around your vacation days where needed.
TIMES	<ul style="list-style-type: none"> ● Interns can work in the mornings, afternoons, or all day depending on their CCSF class schedule or availability.
HIRING & PAYMENT	<ul style="list-style-type: none"> ● Interns are recruited, hired and paid by SFUSD. ● Interns receive a stipend or an hourly wage (\$16.50/hour)
SUPERVISION & SUPPORT	<ul style="list-style-type: none"> ● Employers must designate an on-site staff member to oversee interns. ● Early College will provide an SFUSD staff member to guide interns and support employers.



The SFUSD College and Career Readiness Internship Program, in partnership with the UCSF Center for Science, Education & Outreach, is actively seeking campus hosts for summer 2021. Non-lab setting internship opportunities are particularly sought after by SFUSD interns. If you would like to discuss hosting an intern(s), please contact the UCSF Pipeline Programs Manager, Ángel-Max Guerrero, directly at angel-max.guerrero@ucsf.edu.

<https://cseo.ucsf.edu/>

<https://www.sfusd.edu/internships>