Piloting a Short-Duration Internship Program

Building a Plane While Flying It
Who is On Point for College?

- College Access
- College Success
- Career Services
Presentation Content

• Overview of a pilot project that provided internships over Winter Break 2017-2018
  – Learn about our planning process
  – How we leveraged existing resources and relationships
  – Making adjustments “on the fly”

• Leveraging the pilot project
Project Overview

• Project Goal: Meaningful pre-professional work experience
• Commitment ranged from between 2-5 weeks
• Paid internship - $10/hour (20-40 hours per week)
• Private sector and nonprofit sector employers
• College students and training/college graduates
The Initial Idea

• *Proposal:* We would develop and deliver a paid internship program for Winter 2017-2018
• Match current On Point for College students and recent graduates
• Leverage existing employer connections
• Identify new employer connections as needed
The Planning Process

- Review of existing literature
- Determine project activities
- Create plan to implement
- Define reasonable timeline
- Define success metrics
- Encourage flexibility
The Planning Process

- Setting the stage – identified need for our youth
- Talking with employers and students about the potential benefits
- Making the case for short-duration experiences
The Implementation Process

• Internal & External Communication
• Intern & Employer Recruitment
• Intern & Employer Applications
• Selection - 30 placement opportunities
• Commitment to essential program elements
Was the Project Successful?

- Meet the project goal
- Intern feedback
- Employer feedback
- New learning
- Replicable
Key Success Factors

• Leveraging Existing Relationships
• Leveraged Existing Resources
• Active Feedback Loop
Leveraged Existing Relationships

- Employers
- Advisory Council
- Community Partners
- Professional Networks
- Career Services Advisors
- College Success Advisors
Leveraged Existing Resources

- Scheduled Activities
- Campus Visits
- Transporting Students
- Social Media
- Doodle Polls
- Google Forms
Active Feedback Loop

- Plan versus actual activities
- Frequent project meetings
  - Implementation plan progress
  - What is working well?
  - What do we need to “tweak”?  
- Debrief after project completion
- Focus on priority of access
Leveraging the Pilot Project

• Sharing project success with stakeholders
• Brief write-up on learning
• We did it – and we can do it again!
  – Starting 3rd Winter Experience 2019-2020
  – Completed 2nd Summer Experience 2019
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