

Calling all current high school juniors

What are your plans for the summer?
... want to get a jump start on finding a career that's right for you?



What is C.I.T.Y.? 🤔

It's an opportunity for you to;

- Spend time with local employers - explore career pathways, gain skills and experience that you can use for future jobs
- Test out the 'campus' vibe - attend weekly workshops at CLU, learn employment skills and the college application process with CLU professors and industry experts

What's in it for you? 👍

- Explore the world of a professional – experience day-to-day working in the real-world
- Get great experience that makes you stand out on job and college applications
- Receive academic credit by participating in the program

Where will I do my internship? 🚗

- Many local businesses participate so there are lots of choices:
 - ✓ You will be able to meet and talk directly with employers to choose which business is the best fit for your interests

When is the internship? 🧑

- During the summer:
 - ✓ **4 weeks: from July 1st - 26th, 2019**
 - ✓ **8 weeks: June 17th - August 9th, 2019**
 - ✓ **Each business participates in the four-week session and some offer an eight-week opportunity**

How many hours will I intern? ⌚

- Internships are at least 10 hours per-week, hours vary depending on the business
- Plus Friday half-day workshops at CLU during July

I'm interested, but feel a bit intimidated. Will I have help? 🧑

- Yes -
 - ✓ You'll have help with the application process
 - ✓ You'll have a VCOE supervisor to support you during the actual internship

What are my next steps? ❓

- Turn the page over, or go to www.toaks.org/city





Next Steps for Students

TIMELINE:

<p>Between March 12th and April 1st, 2019</p>	<ul style="list-style-type: none"> Students must fill out an application online for the business they want to apply to at www.toaks.org/city
<p>March 12th</p>	<ul style="list-style-type: none"> Attend interview fair to meet prospective employers. Between April 12th and May 10th businesses will interview you.

REQUIREMENTS AND EXPECTATIONS INCLUDE:

- Student must be at least 16 years of age, and in their junior year of high school during the 2018-2019 school year.

IF ACCEPTED INTO THE PROGRAM, STUDENTS MUST:

- Register for a summer course through VCOE Career Education Center Summer Program to receive academic credit (Your School Career Education teacher will have information to register).
- Attend career/life skills training courses at CLU during the internship.
- Respect employers time; adhere to the schedule provided by workplace, be punctual and put forth their best effort.
- Adhere to and complete the Worksite Individualized Training Plan as agreed with Ventura County Office of Education supervisor.
- Attend graduation ceremony where they will receive their certificates.



C.I.T.Y. PARTNERS

