Purpose

The Youthbuild Internship Program is designed to provide Youthbuild trainees with occupational training experiences not available within Youthbuild’s regular construction work. Interns are placed with private contractors or organizations offering a particular training experience, but continue to be paid by Youthbuild. This can only be done if Youthbuild has flexible funding.

This program is reserved for those trainees who have achieved a standard of excellence at the Youthbuild construction site and in the classroom. Trainees enrolled in the Youthbuild Internship Program have demonstrated an ability to be reliable, to work independently, to take initiative and to follow directions.

The program is intended to enable these high achievers to obtain a broader range of construction skills or other occupational skills. The program is designed to serve as a transition between the Youthbuild construction site and a skilled apprenticeship position within a construction company or on-the-job experience in another occupational field. When possible, it is hoped that other internship programs will consider employing successful Youthbuild interns at the end of this regimen.

General arrangement

One or several trainee(s) will be assigned to each internship position and will serve for a designated period of time at the internship site.

Trainees will work with the private contractor or other employer up to four days a week, Monday through Thursday, while returning on Fridays to the Youthbuild site.

Expectations of Youthbuild

Youthbuild pays trainees wages from 7:30 a.m. to 3:30 p.m., Monday through Thursday. Youthbuild covers trainee workers compensation and liability insurance coverage.

Expectations of internship site

The internship site is expected to provide substantial learning opportunities for trainees, and should teach them new skills for the majority of their time on the site.

Trainees cannot just be used as “gophers.”

Youthbuild trainees must be assigned to an experienced supervisor who remains on the job with the trainees at all times. Under no circumstances can trainees be left on the site unsupervised.

Any hours worked beyond Youthbuild’s regular hours will be picked up by the contractor. At least, the same rate of pay as Youthbuild’s will apply. The internship site supervisor must leave a telephone number with Youthbuild where trainees can be reached in case of an emergency.

If pertinent, the intern supervisor may be asked to sign a record of hours worked by trainees which can be used toward satisfying apprenticeship hours in pursuit of their journeyman papers. (i.e. This applies to all trades that require a certain amount of work hours in order to be eligible as journeymen.)

Expectations of trainees

Trainees are expected to be on the job, on time, every day. Absenteeism or frequent lateness will not be tolerated.

Trainees are expected to be flexible and perform a variety of tasks, including some “menial labor,” as long as the majority of work is offering training opportunities for the development of new skills.

Trainees must maintain a standard in the rest of the Youthbuild program which qualifies for a raise, in order to stay in the Internship Program.

Monitoring the intern-trainee relationship

The Youthbuild program manager will call internship supervisors every Friday to get a verbal report on how things are going with trainees.

Internship supervisors are urged to report progress or any problems to Youthbuild’s program manager.

Selection of trainees

To be eligible for the Youthbuild Internship Program a student must:

• receive a good recommendation from academic teacher(s)
• pass construction and academic evaluation
• have an average attendance of 90 percent or above

Trainees are selected by the program manager or other designated staffperson based on the above criteria.