South Dakota CTE

Youth Internship (2023)

Students will analyze personal aptitudes, abilities, strengths, talents, and weaknesses. YI 1

1 **Connect an understanding of self to a career area of interest.** YI 1.1

Students will apply career development skills. YI 2

1 **Exhibit positive work-based behaviors and career readiness skills (soft skills).** YI 2.1

1 Ethics, teamwork, cooperation, appropriate behaviors/communications YI 2.1.1

2 Appropriate use of technology and social media YI 2.1.2

3 Leadership in the workplace YI 2.1.3

4 Appropriate workplace attire YI 2.1.4

5 Appropriate communication (phone/text/email) YI 2.1.5

2 **Create a professional portfolio documenting internship experience, including as appropriate:** YI 2.2

1 Résumé YI 2.2.1

2 Cover letter YI 2.2.2

3 References YI 2.2.3

4 Letters of recommendation YI 2.2.4

5 Personality assessments YI 2.2.5

6 Reflections YI 2.2.6

7 Skills attainment YI 2.2.7

8 Industry Recognized Credentials YI 2.2.8

9 Panel interview or presentation YI 2.2.9

10 Sharing with other students and/or administration YI 2.2.10

11 Multimedia, PowerPoint, etc. YI 2.2.11

12 Visual demonstrations YI 2.2.12

Students will complete a yo

1 **Utilize processes and resources to acquire an internship.** YI 3.1

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erform daily work tasks consistent with the responsibilities and work culture of he chosen internship field. YI 3.2

Students will develop a postsecondary personal learning plan based on internship experiences. YI 4

1. **Analyze and reflect on internship experiences and the impact on future career goals.** YI 4.1

2. **Develop the steps needed to achieve future career goals** YI 4.2
    1. Construct a timeline of goals for furthering education and preparing for the workforce YI 4.2.1
    2. Understand scholarship opportunities YI 4.2.2
    3. Consider postsecondary options for further education YI 4.2.3
    4. Explore certifications and training YI 4.2.4