



Micro Internships

Future NB

Overview

Micro internships are one day, action focused, professional experiences for students. These short-term placements are supported by mentors (employees) and allow students to learn about career opportunities throughout New Brunswick. Students work closely with their mentor to learn one or more specific tasks and will be provided an opportunity to grow their professional network. These micro internships are open to all high school students in the Province.

Benefits for Student and Employer

Students

- Increase their opportunity to gain real-world experiences and make meaningful connections.
- Short-term commitment
- Gain new skills
- Supports Career Development

Employer

- Connects employers with youth talent from diverse backgrounds.
- Gain a real-world lens into student's skills and abilities.
- Short-term commitment
- Reduce the cost of recruitment
- Potential screening for summer employees

Requirements from Partners

Time and Format

1 day and be up to 7 hours in length

Human Resources

One or more members of the team can direct the student activity during the day.

Employer point of contact

(Employer to fill out)

Technology and Materials

(Employer to fill out)

Policy Required

(Partners need to sign) _____)

Experiential Learning policy–Partner agreement

How can I Prepare?

- Prepare a short welcome, such as: open conversation, sharing a video or providing marketing materials. These options should inform students what your company is and what the students should expect during the day.
- Allow employees an opportunity to prepare for their student to arrive.
- If support is needed please contact your District Experiential Learning Coordinator

What Does this Day Look Like?

Onboard students

Employers onboard students by providing them with the necessary space, training, resources, and knowledge to succeed at their work placement.

The Activity

The employers will create or highlight a current action or activity in which the students can participate. This activity should be relevant to the employer's mandate and meaningful for students.

The opportunity will provide students a chance to have a "hands-on" experience of the mentor's profession. This will be done in a controlled setting and will adhere to all obligations found in the mentor agreement. The experience will be chosen at the discretion of the mentor and will first need to be approved by the student's teacher.

Reflection Period

At the end of the placement, mentors provide feedback to the students about their day. This will also be a time for students to ask any further questions relevant to the internship. Please see the supporting "reflection" document for assistance

Proposed Schedule

9:00-12:00 PM

- Provide student onboarding to your organization.
- Provide student opportunity to connect with other members on your team to learn more about what they do. This can be done virtually or in person.
- Highlight task/activity for student to complete.
- Provide guidance, instruction, and support for student to complete task/activity.

12:00- 1:00 Lunch

1:00-2:30 PM

- Continue to provide guidance to student to complete task/activity.
- Reflection Period.

