



Suggested Activities for Youth

Here are our suggested company activities and industry related projects interns may complete independently or with supervision:

COMPANY ACTIVITIES

DESCRIPTION OF WORK

Update Company Information

Youth may update newsletters, staff profiles, website or departmental information bulletin boards. They may post announcements, company achievements and employee recognition awards.

Departmental Project Work

Expose the youth to multiple facets of your organization by having them shadow various colleagues. The youth may get involved with an aspect of a department project.
Have your young person gather feedback from staff relating to company improvements, then report their findings in a meeting.

Company Marketing Campaign

Have your young person create a proposal about how your marketing campaign can be improved using social media. Ask for suggestions relating to reaching your target audience. Have your young person put together presentation folders for customers. The young person may enter feedback/data from customer surveys, statistics or other forms of research.

Social Media

Introduce youth to the organization's social media outlets and discuss the strategy behind the social media usage. Have the interns make updates and posts and ask your intern to develop strategies for the social media websites.

Community Service Project

Have your interns develop an internal community service initiative. Allow the interns to develop and implement the campaign, such as a company food drive.



Customer Service

The youth may place customer acknowledgment phone calls or assist with "thank you" mailings. They may greet customers, make introductions and give directions to company visitors.

Portfolio

Have interns keep a record of everything they do during the course of their internship and compile all of it into a portfolio.

Reflect on the Youth Experience

As the program nears completion, have your intern develop a presentation on the experience. Encourage the young person to utilize multimedia and the technological skills learned throughout the experience. Reflect on what they have learned during the summer and think about his or her favorite projects. Arrange for the intern to deliver the presentation to you and other members of your department