

Collegian Responsibilities and Expectations Acknowledgment

Goals and Incentives- Why Participate

The BHGHCO Internship Program is essential for the success of every collegian in the BHGHCO program.

BHGHCO's goal is to support young people who are physically, emotionally, and academically prepared for post-secondary education and a productive life. Earning a high school diploma and college degree helps collegians break the cycle of poverty and prepare them for a successful career, which is a cornerstone of BHGHCO's mission.

Collegians in the BHGHCO program:

- 80% of collegians complete post-secondary degree within six years
- 90% of collegians maintain a debt load under \$5,500 a year
- 80% of collegians complete at least one internship
- BHGHCO works with BHGH NHQ to develop internship opportunities for collegians

Regular Visits with Career Counselors

Boys Hope Girls Hope of Colorado strongly recommends that you meet with your campus career counselor each semester. This regular check-in ensures you are on the right track with the degree requirements to graduate on time and provides regular guidance on career opportunities post-graduation. Career counselors can help guide you to your ideal career and provide important background knowledge on various career pathways that may exist in a given field. University career counseling services are a valuable resource to ensure collegians become marketable job candidates to future employers in their perspective career path. Career counselors can also help connect you to potential internships in their field of study. The BHGHCO Internship Coordinator will check-in with you periodically to ensure these regular meetings with the campus career counselor are scheduled.

Maintain BHGHCO Eligibility

Academic: In order to participate in the Boys Hope Girls Hope of Colorado Internship Program and have access to internship connections, you must maintain a 3.0 grade point average each semester and a minimum of at least 12-15 credit hours per semester.

Check-ins with Career Counselor: You must meet with your college campus career counselor at least once per semester.

Check-ins with Post-Secondary Program Manager: Regular, scheduled check-ins with the BHGHCO Post-Secondary Program Manager each semester to demonstrate degree progress, selection of career pathway, and to discuss internship opportunities and progress.

Professional Expectations

You are expected to complete the following throughout the duration of the internship:

- Conduct yourself in a professional manner at all times while participating in the internship.
- Adhere to the business's dress code and code of conduct.
- Refrain from posting photos or videos of your employer's place of business to social media.
- Participate in the specifically selected internship for the entire internship period.
- Be punctual and not miss time unnecessarily.
- Complete all assigned tasks by the employer.
- Adhere to all guidelines detailed in the internship guide.
- Participate in at least three mock interviews to be conducted by the employer.
- Complete a capstone project to address an area of need or opportunity for improvement for the business.

Your internship will last approximately one semester or eight - ten weeks, with a minimum of 100 hours worked. You are expected to be available to the employer Monday through Friday and weekends as needed, during normal work hours. Where appropriate, you may stay beyond

normal work hours, at the discretion and approval of BHGHCO and through coordination with the employer.

Program Acknowledgment

I understand and agree to meet the requirements outlined above, including all expectations for professional conduct and behavior. I agree to work with the Post-Secondary Program Manager to obtain the best possible experience and results for me individually. If there is any complication or hindrance to my success in this program, I agree to work closely and coordinate with the Post-Secondary Program Manager to obtain a satisfactory resolution and ensure a positive overall internship.

Name: _____

Date: _____