

# MAYOR'S INTERN FELLOWS PROGRAM

INTERNSHIP • COMMUNITY • LEADERSHIP • EMPOWERMENT



# Final Report

## Changing Lives in the City of Dallas

October 2013

Prepared by: Education is Freedom

This report was created for stakeholders supporting the Mayor's Intern Fellows Program and is designed to document the outcomes of the 2013 summer internship initiative.

## Mayor's Intern Fellows Program – 2013, Executive Summary

The *Mayor's Intern Fellows Program* (MIFP) is an 8-week paid summer internship program that introduces high school students to careers and employment opportunities in industries and companies where they have expressed interest. The 2013 Program was highly successful, reporting a 36% increase in the number of paid internships for students from the Dallas metropolitan area versus the number of interns secured the year before. Our goal is to improve continuously, enhancing the program for all constituents including participating corporations, non-profits organizations and the student interns. In 2014, based on learning and results from the 2013 program, more focus and attention will be placed on effective communication and company knowledge.



### Mayor's Intern Fellows Program – Historical Perspective

The program was built and modeled after the White House Fellows Program, one of the world's most prestigious opportunities. Like the White House Fellows Program, the MIFP focuses on preparing motivated students to become the leaders of tomorrow.

The overarching goals of the Intern Program are to link the realms of college and career, and to help students visualize their futures. This is done by allowing selected students to work in a variety of fields including IT, healthcare, law, accounting, business, and education, amongst others. Understanding that all students will not be a part of the prestigious group, the MIFP also focuses heavily on ensuring that non-selected students are also equipped with the skills necessary to successfully transition into college and the workforce.

Year	2008	2009	2010	2011	2012	2013
# of schools	4	4	16	19	35	36
Internships	84	87	110	59	173	235
Participating Corporations and Non-Profits *	46	45	58	38	120	165

*\*The 2013 program welcomed 26 new corporations to the MIFP*

### Mayor's Intern Fellows Program - 2013, the Year in Review

**Supervisor Survey Results** - A survey was fielded to the interns' supervisors after the summer internship program. In total, 159 responses were collected. In two areas, Foundational Skills and Applied Workplace Skills, results were overwhelmingly positive. As expected, the scores on Work Place Knowledge were lower, underscoring the ongoing need for this type of program to drive work force preparedness and the students' interest in continuing education.

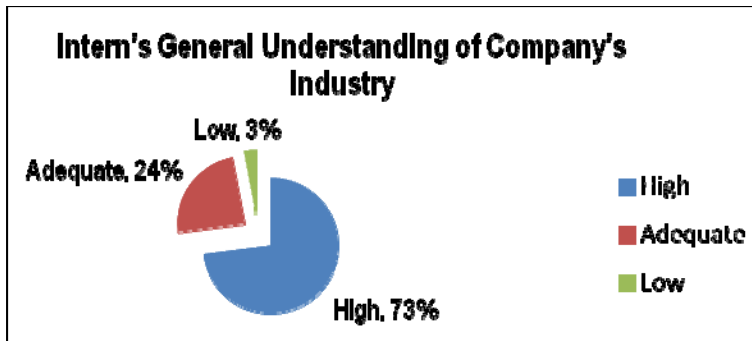
#### Foundational and Applied Workplace Skills



The supervisors scored the interns especially high on research abilities and critical thinking skills, where 93% and 91% respectively, were ranked as highly or adequately skilled in these two areas. Additionally, the supervisors reported that 86% or more of all the interns demonstrated highly ethical behavior, high skill levels in working with diverse individuals and had a high degree of adaptability. Eighty-two percent were highly skilled in listening and observational abilities. Scoring somewhat lower were collaboration and team work, where about 80% of students were ranked as demonstrating high skills levels in this area.

#### Work Place Knowledge

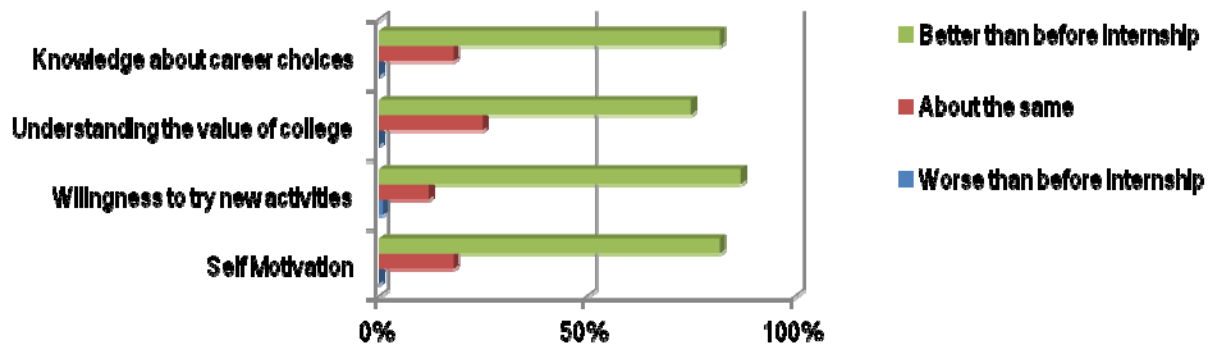
In terms of work place knowledge, the interns scored very high, 87% demonstrating an excellent or adequate understanding of the workplace culture and exhibiting skills and knowledge on how to effectively navigate the organization. Additionally, 84% demonstrated a high or adequate level of understanding career opportunities within a specific area of work.



**Intern Survey Results** - Participating interns also completed a survey. In total, 202 responses were collected and responses highlighted the interns' views on personal improvement and the program overall. Of those responding, 83% of the interns would be very likely to recommend the company they worked for to prospective students. Additionally, most of the interns indicated they would very likely want to work for the same company in the future.

### Personal Improvement

From the interns' survey, there were many highlights and learnings in the area of personal improvement. Eighty-seven percent (87%) of the students reported that they are better off and have made personal improvements as a result of the MIFP while 86% reported having a better perception of the work world. The chart below provides more detail, recording that the MIFP overwhelmingly increased personal improvement scores for participating interns.



### Program Satisfaction

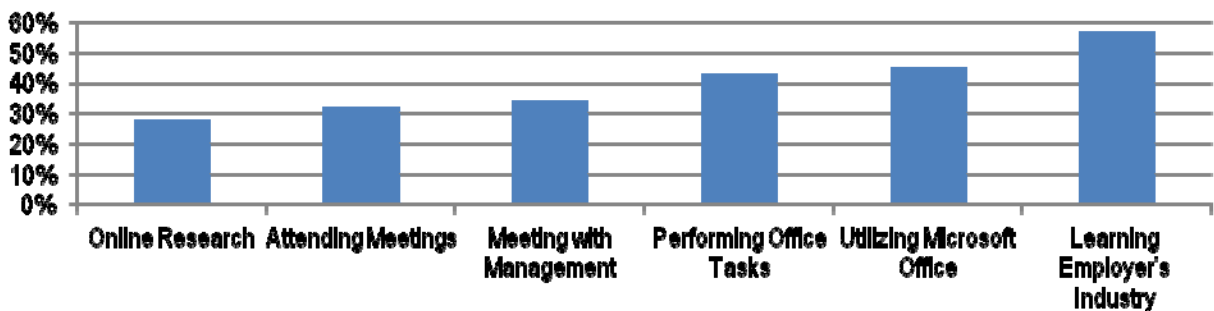
Interns were most satisfied with their relationships with co-workers, 95% reported being either very satisfied or satisfied in this area. Additionally 95% were satisfied or very satisfied with their supervisors, as a subset to this score, 69% reported being very satisfied with their supervisors. Overall, the MIFP was rated excellent or above average by 96% of intern fellows.

### A Day in the Life – Mayor's Intern Fellows Program, August 2013

#### Typical Work Week Activities

Interns spent considerable time participating in a variety of activities ranging from attending meetings to utilizing Microsoft Office. The chart below summarizes these findings, of note is that even though there were a variety of participating organizations, the interns reported a fairly similar routine across industries and employers.

### Daily Intern Activities



**Representative Profiles** – to bring the internship experience to life, we bring forward three real-life student stories. Additionally, we reveal the participation of a corporate partner and their interaction with the MIFP.



**Lashon Crum** – A sixteen year old, rising Junior at South Oakcliff High School, has career interests in childcare and social work and hopes to attend Florida State University. Her extracurricular activities include: Honor Society, Information Technology, Student Board and Education is Freedom. Lashon interned at Paul Quinn College where she worked in the Registrar / Bursar’s office and as a Library Assistant. In addition to secretarial tasks including filing, spreadsheet and database work, Lashon helped execute two field trips including excursions to the Perot Museum and the Art District. Lashon’s favorite part of the assignment was working on the Student Support Service Project creating a new database for the entire school. Spoken like a seasoned executive, Lashon’s key lesson learned was, “do not procrastinate”.

**Raul Reyes** – A student at Pinkston High School, he aspires to be an attorney and is interested in attending Rice University, Southern Methodist University or Yale. His extracurricular activities include football, track, mock trial and Education is Freedom. Like last year, Raul had the opportunity to intern at Dal-Tile this year. His assignment was in the Purchasing Department where he served as an Assistant and his job responsibility was office work. In fact, he was in charge of equipment purchases and updating the information systems. Because Raul had the opportunity to intern at the same company for two years he was able to more fully understand the inner workings of Dal-Tile including manufacturing, retail and back office operations at the headquarters location. Like others in the program, he had to get up early to get to work and caught the DART Green Line for his commute. As Raul noted, “the best thing about the internship was the welcoming I received”. His insight from this work experience was that your work environment can be supportive much like your own family.

**Zoe Johnson** – Zoe Johnson’s first day was slightly different from most interns. While nerves overcame most students, she had a distinct advantage; she had been there before. Weber Shandwick enjoyed Zoe so much as an intern in 2012, they requested her again in 2013. Zoe, a senior at Peak Preparatory, was inundated with many other summer opportunities, but could not pass on the chance to return to Weber Shandwick. “I love working here” said Zoe. “I have built so many meaningful relationships and these will continue to help me through college and beyond.” Zoe’s affinity for Weber Shandwick is certainly reciprocated as her colleagues and supervisor rave about her ability and work ethic.

**Company Profile**

**Alon USA** – Alon USA is firmly committed to providing young people with amazing opportunities. So not only is participating in the intern program annually important, but ensuring that interns receive the most unique experiences possible is essential. This includes flying interns to Alon USA’s refinery in Big Springs, Texas, as well as providing them with real-world learning experiences to prepare them for college and the workforce. To ensure as many students are impacted as possible, Alon USA participates in all of the student training sessions, facilitating classes on corporate climate. “Alon USA had another great Mayors Intern Fellows experience in 2013” said Eric Nystrom, Director of HR. “There were a lot of high quality students to choose from and we were very pleased with our intern, Juan Gomez. He was on time, on task, quick to learn and a really nice person. We think the experience Juan had this summer made a positive impression on him. We plan to participate in 2014 again.” Juan is a senior at Justin F. Kimball High School. He, much like his employer, looks forward to continuing to engage the MIFP.

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