

Sonoma Corps Employer Supervisor Workshop

LAURALYN LARSEN

SRJC INTERNSHIP FACULTY COORDINATOR

LLARSEN@SANTAROSA.EDU

KIM KINAHAN

SRJC FACULTY COORDINATOR, WORK EXPERIENCE

KKINAHAN@SANTAROSA.EDU

BRANDON JEWELL

CTE FOUNDATION DIRECTOR OF STUDENT EXPERIENCE

BJEWELL@CTESONOMACOUNTY.ORG

GINGER BAKER

CTE FOUNDATION COMMUNITY ENGAGEMENT COORDINATOR

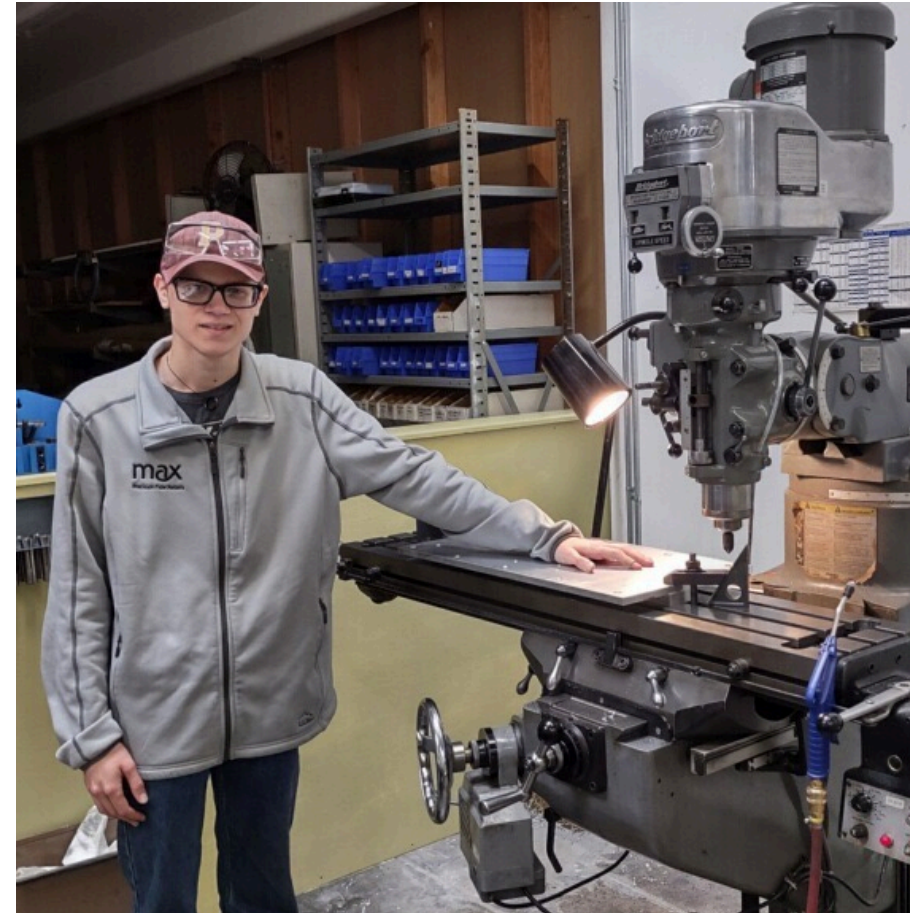
GBAKER@CTESONOMACOUNTY.ORG

Introductions



Agenda

- Overview and timeline of Sonoma Corps
- Future of Sonoma Corps
- Preparing your organization to host interns
- Working with recent high school graduates
- Expectations of the supervisor



Overview of the Sonoma Corps Program

- Designed in partnership with employers. Began in 2019
- Previous cohorts at Piner High School and Casa Grande High School
- Participants explore careers and prepare for life after high school
- Interns earn college credit through SRJC Work Experience course
- Opportunity to earn a scholarship through partnership with 10,000 Degrees
- Number of impacted youth continues to increase as the program expands and evolves



Sonoma Corps Timeline

Year 1

August - June

During Senior Year of High School

- Employer Site Tours & Class Visits
- Hands-On Projects
- Career and Skill-Readiness Workshops

*Casa Grande High School cohort runs January - June



HS Graduation

Year 2

July - June

After High School Graduation

- Paid Gap-Year Internship
- Post-Internship Planning
- Financial Aid and Scholarship Assistance

Sonoma Corps Expansion & Evolution

- Exploring new Sonoma Corps models to better serve participants
- Two cohorts at Casa Grande High School
- One cohort at Ridgway High School
- Piner High School taking a year off to refine site model
- 2024 Expectations:
 - Casa Grande High School:
 - 64 students in 2023-2024 course.
 - Ridgway High School:
 - 30 students in 2023-2024 course.



Identify Key Players: Who Will Be Working with the Interns(s)?

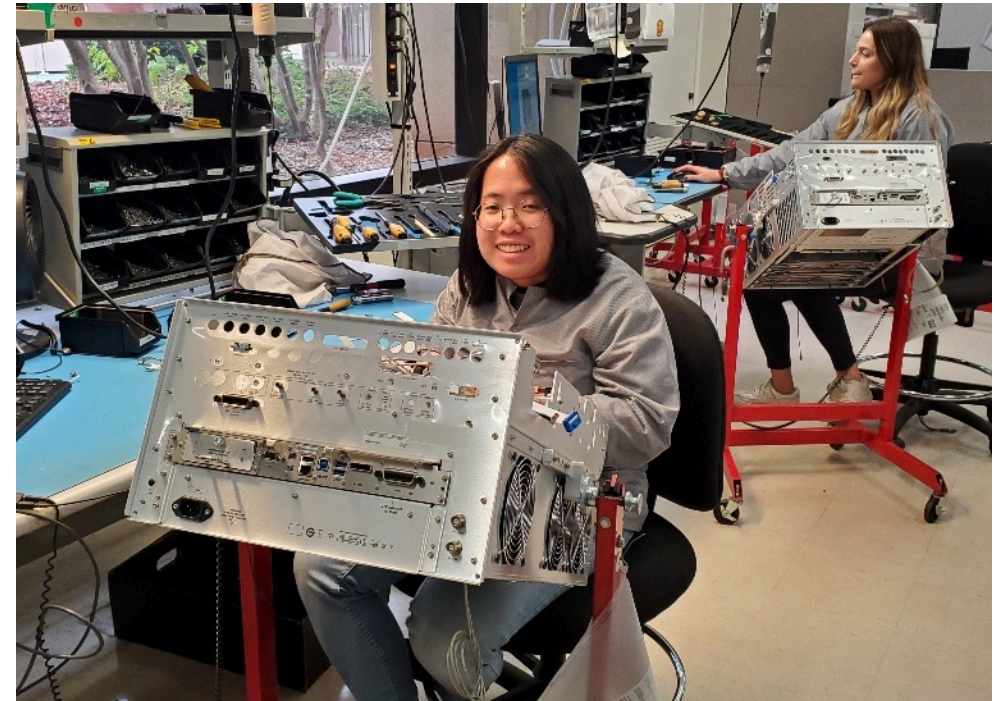
Direct Supervisor/Manager

- Committed to developing students professionally
- Comfortable being a mentor and working with 17–19 year-olds
- Is personable & communicates clearly & directly
- Able to give constructive feedback in a positive way
- Knowledgeable & teaches others well
- Able to guide the student to understand business culture/soft skills
- Is positive, good listener, and checks in with the intern weekly



Common Employer Practices in Preparation for the Internship

- ❑ Supervisor/Manager identified for each position
- ❑ Job description
- ❑ Application process
- ❑ Interview and hiring process
- ❑ Compensation & benefits identified
- ❑ Work space/equipment identified
- ❑ Partner with SRJC for Internship Credit
- ❑ Rotational schedule possibilities



Common Employer Practices in Preparation for the Internship

- ❑ Orientation and onboarding
- ❑ Tour of facility(ies)
- ❑ Safety training
- ❑ Sexual harassment training
- ❑ Consistent schedule
- ❑ Performance or learning objectives identified (required for the WEOC 99 Course)
- ❑ Provide Regular and ongoing feedback on performance
 - Emphasis on strengths-based feedback
 - Offer a concluding evaluation
 - Post-internship employment opportunities, if available



Working with Recent High School Graduates (17-19 year old's)

- ❑ You are not just a supervisor, you are a mentor!
 - ❑ Offer ongoing feedback
 - ❑ Bring them into meetings, let them observe
 - ❑ Promote a culture in which the intern is constantly learning from employees
 - ❑ Establish clear goals
 - ❑ Explain “why” – what is the purpose of the work? Point out the meaning of the work
- ❑ Do not expect interns to understand your industry or company structure
- ❑ This may be their first time in the workplace – have patience and teach them
- ❑ Address communication differences
- ❑ This generation grew up with technology, texting, social media, COVID and multiple fires
- ❑ Be flexible with their post-secondary schooling

Generational and Gender Knowledge

Did you know:

Baby Boomers: born 1946 to 1964

- Generation Jones: born 1955 to 1965

Generation X: born 1965 to 1980

- Xennials: born 1977 to 1983

Millennials: born 1981 to 1996

Generation Z: born 1997 to 2010

Generation Alpha: born after 2011

LGBTQIA+: Meaning and Pronouns
(They/Them/Theirs)

L: Lesbian

G: Gay

B: Bisexual

T: Transgender

Q: Queer/Questioning

I: Intersex

A: Asexual, “Ace”

Plus+: *Two-spirit; Non-binary, Pansexual; Demisexual; Aromantic; Genderfluid; Agender...*

SRJC College Credit for Interns: Supervisor Expectations

- ❑ All students will enroll in WEOC 99 at SRJC
- ❑ Kim Kinahan, primary contact for WEOC 99 course
- ❑ Course Requirements: (for Supervisor)
 - ❑ Review 3 learning goals with student; document sent via email
 - ❑ Meet with Instructor, and student twice during each semester to review goals
 - ❑ Student will have additional assignments they are responsible for in the online class



Follow up Questions

Lauralyn Larsen

Internship Coordinator

Santa Rosa Junior College

llarsen@santarosa.edu

Brandon Jewell

Director of Student Experience

CTE Foundation

bjewell@ctesonomacounty.org

Kim Kinahan

SRJC Coordinator/Work Ex

Santa Rosa Junior College

kkinahan@santarosa.edu

Ginger Baker

Community Engagement Specialist

CTE Foundation

gbaker@ctesonomacounty.org