



This month we feature a toolkit that shares practical tips and sample materials for developing virtual internships and an interview with Advance CTE Policy Associate, Brice Thomas.

Dallas Virtual Internship Toolkit

While student employment and work-based learning can look different, one of the most well-known forms of student employment is the internship. In 2021, in response to the coronavirus pandemic, regional education and workforce partners in Dallas, Texas created a comprehensive toolkit to help deliver internships to secondary learners virtually.

[The Virtual Internship Toolkit](#) is a resource designed to help grow the number of high-quality virtual internship experiences for high school students by providing best practice-informed guidance that can support employers and school staff to develop programs more efficiently. Despite its name, the virtual toolkit can also be used for creating in-person internships.

The toolkit includes checklists, practical tips and sample materials and identifies four key elements a virtual internship should incorporate:

- Meaningful projects;
- Welcoming community;
- Networking and mentorship; and
- Clear expectations and feedback.



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Additional Resources

State Work-Based Learning Toolkit Innovation Tracker

About This Tracker
 During spring 2021, Advance CTE launched the [Virtual Internship Toolkit Innovation Tracker](#), which was developed with the input of more than 42 national organizations and 200 national, state and local leaders in the Career Technical Education (CTE) field. Aligning this vision with JPMorgan Chase & Co.'s New Skills ready network, [Workforce Innovation and Advanced CTE](#) the key components for effective WBL program implementation. Creating a WBL toolkit then became a

Explore the State Work-Based Learning Toolkit Innovation Tracker

State Work-Based Learning Innovation Toolkit

NEW SKILLS READY NETWORK 2020-21 SNAPSHOT

Dallas, Texas

Dallas, Texas, is one of the six sites selected to participate in the New Skills ready network. This five-year initiative, launched by JPMorgan Chase & Co. in 2020, aims to improve student completion of high-quality career pathways.

In the first year of the initiative, the Dallas, Texas, New Skills ready network team launched a virtual internship toolkit and employer recruitment campaign, completed their initial labor market information (LMI) analysis focusing on post-COVID-19 changes, started career pathway mapping, completed a landscape of middle school and high school career exploration activities and programs, and started an equity analysis of learner participation in career pathways.

In 2020-21, the Dallas, Texas, New Skills ready network team focused on two major priorities:

- Developing a community-aligned view of LMI; and
- Creating a collaborative approach to work-based learning supported by a virtual internship toolkit.

New Skills ready network 2020-2021 Snapshot: Dallas, Texas

talent@ground

PREPARING LEARNERS FOR RENEWABLE ENERGY CAREERS
 Developing Career Pathways Programs for Secondary Students in Energy

Preparing Learners For Energy Careers

Getting to Know Advance CTE: Brice Thomas

As a State Policy Associate, Brice Thomas leads the organization's state policy tracking and manages the [Learning that Works Resource Center](#). He also manages the State Work-Based Learning Innovation tracker and is currently working on a research brief concerning Summer Youth Employment Programs (SYEP).

Q: How can states support the creation of work-based



learning experiences, such as internship programs?

A. States have a few different ways to support the creation of both in-person and virtual internship programs. The first is through funding; states can create financial incentives for industry partners interested in partnering with local school systems. States can also develop specific toolkits that have clear instructions for the roles and responsibilities of both districts and industry partners to use as guidance. Additionally, states can leverage their industry partnerships to connect industry and districts, especially if developing a virtual internship program.

Q: What states, outside of Texas, are implementing virtual internships?

A. Based on the tracker, a few states have specific guidance on building great in-person internship programs.

Alaska, however, is the only one we currently have that specifically addresses the nuances of creating a virtual internship program.

Q. Can you briefly share what the State Work-Based Learning Innovation Tracker is and how often it's updated?

A. The State Work-Based Learning Innovation Tracker links publicly accessible work-based learning toolkits from across all 50 states and U.S. territories. The tracker is updated on a rolling basis to try to protect the integrity of the information we provide. If you have any updates or addendums, please do not hesitate to send them to bthomas@careertech.org.



Advance CTE | 8484 Georgia Avenue, Suite 620, Silver Spring, MD 20910

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