

**WASD**

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# INTERNSHIPS

## EMILY ARNDT

GUIDANCE OFFICE

- ➔ Hands-on experience
- ➔ Real-life applications
- ➔ Career-readiness



PROFILE

# EMILY ARNDT

*Emily Arndt learns skills as an intern in the Guidance Office.*



Senior Emily Arndt is interested in working in a small-office setting after graduation. She chose to intern in the guidance office because she felt she could gain valuable experience from guidance secretary Mrs. Melissa Kassl-Lupold and the Wyomissing Area Senior High School guidance counselors.

Guidance department chair Kim Lally explains that Emily's goal is to learn software such as Word and Excel as well as office procedures and machines so that she can obtain an office administration position. Overall, Mrs. Lally is thrilled with the internship programming, stating that it is a great way for students to obtain hands-on skills and valuable experience while earning high-school credits.

"Emily is a quick study," says Mrs. Amber Gockley, guidance secretary. "She is personable and enjoys learning new things."

Emily joins the guidance department for one class period a day. She helps each guidance counselor with a variety of projects, including cross-checking course-selection packets, organizing AP class schedules, and maintaining the college-selection bulletin board. She has also learned how to use Word to merge and print envelopes and how to use Google slides.

Emily wasn't sure what to expect on her first day. She was surprised at how organized the office is and

how easy it is to find files and supplies.

She enjoys working alongside Mrs. Kassl-Lupold and encourages her peers to take advantage of the school's internship program. "It's a great experience to be able to learn real-world skills while in high school."

Outside of the classroom, Emily has participated in Cooking Club, Chess Club, Yearbook, and the tutoring program. She currently works at the VF Outlet on weekends and during the summer.

After graduation, Emily is looking forward to trips with her family. She plans to take a year off to work and then attend college to major in business administration.



## BUILDING CAREER-READINESS

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➔ **Hands-On Experience**

➔ **Real-Life Applications**

➔ **Career-Readiness**

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**"It is important for students to intern to gain insight into careers and opportunities that are steadily growing and redefining the workforce."**

**-Peter Beck**

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# ABOUT

## THE WYOMISSING AREA SENIOR HIGH SCHOOL INTERNSHIP PROGRAM

The Wyomissing Area Senior High School Internship Program is part of an initiative from the Pennsylvania Department of Education called Pennsylvania Career Readiness. The goals of the Internship Program, which has been in development for the last year, are to:

- provide students with the opportunity for career exploration and hands-on field experience before choosing a career or postsecondary area of concentration;
- give interns exposure to the professional expectations of the "working world";
- connect academic applications to practical skills; and
- meaningfully extend every academic department's existing curriculum.

For the 2019 spring session, ten student interns are working with mentors in internal placements throughout the school district. As teacher and Internship Coordinator Peter Beck explains, "This pilot year will provide valuable data and feedback to enhance the experience for next year's interns."

Internships expose students to real-world careers in their field of interest. "It is important for students to intern to gain insight into careers and opportunities that are steadily growing and redefining the workforce, such as computer science, STEM applications, mathematics, engineering, business, finance, and medicine, among many others," Mr. Beck comments. "If students can gain practical experience through a dynamic internship program, our hope is they'll be more prepared to enter the work force or a postsecondary academic setting."

Mr. Beck continues, "Conversely, if a student is undecided about their focus, this program affords them the opportunity to explore potential careers before committing money and time to a potentially fruitless endeavor."

In addition to hands-on work with a mentor, each student-intern is required to submit weekly experience journals, conduct two professional interviews, and review two relevant professional journals per semester. The assignments are not necessarily designed for writing, but more as an activity for further engagement in their selected field.

There are no academic prerequisites for participation. Students who are interested in participating should speak with their counselor.