

GENESYS WORKS with Saint Paul Public Schools

Genesys Works provides a superior training opportunity for business- and computer-minded students in the summer of their JUNIOR year with internship opportunity during SENIOR year. Program is designed especially to assist those students who may not have zeroed in on their exact career or career path. Students must have room in their schedule to have two hours of class (1 hour Career Seminar Genesys Works and 1 hour Occupational Experience Genesys Works for Semester 1 and 2 hours Occupational Experience for Semester 2). Saint Paul Public Schools FULL-TIME PSEO students are NOT eligible for the program.

Once selected, in May, there will be two face-to-face afterschool meetings and an additional meeting during summer training on one of your regular training dates.

Beginning June 19 and continuing to August 11, there is half-day summer training M-F. Students will learn computer systems, trouble shooting, ethics, business dress and etiquette, interviewing skills and receive assistance with college applications and so much more.

If students participate, are in training DAILY, ask questions, work in teams and do well, they may earn a PAID internship (making up to \$10,000) which will take place in senior year—every afternoon being employed in a top Twin City business firm.

This is a **HUGE commitment** with **HUGE benefits**—both financial and personal. You will grow professionally, meet business people (networking), earn over minimum wage and discover skills and abilities that will be new to you.

NOTE: Students may participate in Right Track half-days during the summer along with Genesys Works!!

Eligibility Requirements

To be eligible for the Genesys Works program, you must be:

- A high school **junior** who is on track to graduate.
- Legally able to work in the U.S. and have valid documentation allowing you to do so.
- At least 16 years of age by August 1 of your training year.
- Able to work in the afternoons during your senior year in high school.
- Recommendation from a teacher or school counselor.
- Commitment to complete summer training program.
- Commitment to regular attendance during summer training and internship. Your participation in Genesys Works has to be top priority.
- Able to provide your own transportation to and from Genesys Works and your worksite. Many of our students use public transportation.
- Aware that Genesys Works is something you do in addition to your schoolwork. You must maintain good standing in school and at Genesys Works.

Additionally, for Saint Paul Public Schools students:

- **NOT a full-time PSEO student**

Application Process

1. Verify you meet eligibility requirements.
2. Complete online application.
3. <http://www.genesysworks.org/about-us/locations/twin-cities/for-students/student-application/>
4. Interview at our office in March or April.

If you are accepted, training begins on June 19 and runs through August 11.

Once you've completed training, internships begin late August or early September, and typically run for one year.