

## Libby High School School – to - Career Internship Program



Our goals can be defined as the following:

- To expand student learning by connecting the classroom to the “real world.”
- To involve students in defining their own educational goals and futures
- To help students define areas of interest their skills and abilities and possible career options through hands-on learning.
- To enable students to acquire experience in career interest areas.
- To give students opportunities to understand how a community functions – i.e. their roles responsibilities.
- To help students acquire knowledge and skills about career and labor markets in order to make good decisions about their future.

This experiential learning experience is an elective class in which students must complete a minimum of 60 “contact hours” and meet standards-based requirements which include: researching career opportunities, timely completion of written assignments and regular meetings with the Career Coordinator at each high school.

- Work-site supervisors are asked to provide the intern with a valuable experience that offers insight into what a professional does, the kind of work performed in that field of endeavor and the qualities that make one successful. Interns are evaluated on their performance, utilizing the Colorado Workplace Standards as a guideline: communication Skills, organizational Skills, thinking Skills, worker qualities, and technology Skills

As the internship progresses, we hope that the students are allowed to participate to a greater extent in the daily operation of the site’s business, as well as being encouraged to improve their skill level.



***Sherpa Trailers is a locally owned and operated business that primarily custom builds teardrop trailers strong and durable enough to adventure on any road. We welcome the chance to engage with students as they explore work possibilities in the community. There are many aspects of our trailer building business that would give an interested student a high quality learning experience; including but not limited to carpentry skills, innovative thinking, sales and marketing, and business operations.***

*We run a fairly relaxed shop, and recommend not wearing expensive clothing as our environment includes adhesives, paint, dust and sawdust. Leaving an outfit of old comfortable clothes or a coverall at the shop is a good idea.*

**School to Career Internship Application  
Sherpa Trailers – Mentorship Program**



Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Current GPA \_\_\_\_\_ Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Additional Items to attach to application: Resume, Transcript with current schedule for next year, Letter of Intent, and a copy of insurance information.**

As a prerequisite, I certify that I passed Drafting/AutoCad or Woods 1/2 at Libby High School with a "C" or better

**Teacher Recommendation forms were given to:**

Woods Teacher (1) \_\_\_\_\_ Other Teacher (2) \_\_\_\_\_

**Sherpa Trailers Position:**

- Materials on hand: inventory for upcoming trailer builds
- Basic assembly: waterproof and wrap floor, carpet floor and walls, attach walls to the floor.
- Clean, prep and paint the chassis
- Rib installation, insulation of roof
- Adhesive application for underlayment, roof metal, side metal.
- Maintaining cleanliness and orderliness of shop space.
- Sales and marketing. We never know where the next great idea will come from: it might be our student!
- Other activities, as requested.

**Please list two adults not related to yourself and their phone numbers whom would give you a good work reference:**

Reference (1) \_\_\_\_\_ Phone number \_\_\_\_\_

Reference (2) \_\_\_\_\_ Phone number \_\_\_\_\_

**Student must provide transportation to Sherpa Trailers or walk each day.**

I understand that there are risks involved while performing an internship at a taxidermy studio. I agree to provide a copy my medical insurance information \_\_\_\_\_

**PARENT/GUARDIAN:**

Internships are typically done out in the community at a "worksite" and although the student is registered for a class, they do not sit in a classroom, but rather, earn their credit by working at the internship worksite. The student needs to be responsible, dependable and self-motivated, with a desire to learn about the career field in which they are working. Once your student has discussed the potential internship with you, please sign below. This does not enroll your student in the class, but rather assures me that you are aware of the potential internship.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Phone Number