

# Two County Next Generation Committee Regional Internship Program

The Two County Next Generation Committee is encouraging every city, county and special district in San Mateo and Santa Clara counties to offer an internship program.

**PLEASE OFFER AS MANY INTERNSHIPS AS POSSIBLE**

What are the 2 things a City Manager needs to do?

1. Make the program a priority and discuss at your leadership team meeting.
2. Check in with your Internship Coordinator to ensure they have the support they need.

Compensation:

- **Paid:** \$12.00 - \$20.00/hour.
- **Stipend:** \$2500 to \$5,000/summer.
- **Volunteer:** Occasional lunches by City Manager, supervisor, other team members

Centralized Posting:

Calopps: John Castanha, [jcastanha@fostercity.org](mailto:jcastanha@fostercity.org)

Cost: \$250 for posting only; \$500 for posting and applicant management

Timeline:

Positions Posted on Calopps – **February 26, 2016**

Review Applications March/April 2016

Begin Assignment – May/June 2016

Education Session 1 – July 13, 2016

Educational Session 2 – August 2, 2016

End Assignment – August/September 2016

Two County Committee Contact:

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Educational Sessions:

- Dates, topics and locations have not yet been determined.
- Committee will select topics/panelist in April.

Additional Resources Available (if needed): [www.nextgensiliconvalley.org](http://www.nextgensiliconvalley.org)

- How to post your internship on Calopps    - Welcome Abroad Checklist    - The Benefits  
- How to Host Beneficial & Rewarding Internships    - Ways to Fund    - Work Plan  
- Intern Evaluation    - Supervisor Evaluation