

San Diego Region Water / Wastewater Internship Program

Program Calendar 2011 – 2012

APPLICATION AND SELECTION

| Action | Responsible Parties | Dates (2011) |
|---|---------------------|-----------------------------------|
| Application Submittal Deadline | Student | 6/15 |
| Review Applications and Select for Interview | Committee | 6/30 |
| Notify and Schedule Interviews | Committee | 7/1 |
| Interview Applicants (25-30) | Student/Committee | 7/25 - 27 |
| Registration begins for Water/Wastewater Technology Classes | Student | 7/11 (Palomar) 7/11 (Cuyamaca) |
| Security background check and DMV records check | Committee | 7/28 – 8/4 |
| Select and Notify Applicants | Committee | 8/8 |
| Pre-Employment Screening | Student | 8/8 – 8/12 |

INTERNSHIP

| Action | Responsible Parties | Dates |
|---------------------------------|-------------------------------|-------------------|
| Orientation | Interns/SDCWA | 8/15 – 8/18 |
| Classes Begin | Interns/Colleges | 8/22 |
| First 8-week Career Experience | Interns/Member Agencies | 8/22 – 10/17 |
| Second 8-week Career Experience | Interns/Member Agencies | 10/24 – 12/19 |
| Winter Break | | |
| Third 8-week Career Experience | Interns/Member Agencies | 1/17 – 3/12, 2012 |
| Spring Break | | |
| Fourth 8-week Career Experience | Interns/Member Agencies | 3/19 – 5/14 |
| Career Seminar and Graduation | Interns/Member Agencies/SDCWA | 5/18 |

PROGRAM REVIEW AND OUTREACH

| Action | Responsible Parties | Dates (2012) |
|---|------------------------|--------------|
| Mid-point Meeting | Mentors/Host Agencies | January |
| Committee Review | Committee | January |
| Update Supporting Docs (Ap, Website, Program, Handouts) | Administrator | March |
| Begin Accepting Applications | Administrator | March |
| Outreach | Agencies and Committee | March - June |
| Program Evaluation | Committee | June |