



Summer Opportunities

The Summer Opportunities Program is offered every other year to the University Prep Community.

Students in grades 9 through 11 are encouraged to attend.

The program is a joint effort by the University Prep Parent Council and the College Counseling Office.

Oh, the places you'll go!

There are many ways to spend your summer – a job, an internship, a global education experience or volunteering in your local community. At University Prep, we encourage students to use their summer to recharge, and if interested, to explore new opportunities. Summer should not be seen as a vehicle to enhance college applications.

In this packet, you will find a collection of helpful hints, sample resumes and a list of resources for you to begin your search for your summer opportunity.

Packet Organization

1. Seattle Area Summer Programs
2. National and Global Summer Programs
3. Top Ten Places to Search for a Summer Job
5. Applying and Interviewing for Summer Jobs and Internships
6. Sample Resumes

Seattle Area Summer Programs

Summer in Seattle

You don't have to look any further than your backyard to find meaningful summer experiences.

This list focuses on summer programs in the Seattle area and around Washington State. It is by no means a comprehensive list, but it should provide you with a starting point when searching for local summer experiences!

When should I apply?

Many summer programs are not updated online until March or April; however, others have application deadlines as early as February. Please check the web-site of the program you're interested in for application details, dates and deadlines.

ACADEMIC PROGRAMS

Communications

Creative writing, screenwriting, storytelling

<http://www.summer-camp.uw.edu>

Weekday High School Internship (KUOW)

<http://www2.kuow.org/about/internships.php>

General Academic Enrichment

Bellevue College summer programs

<https://www.bellevuecollege.edu/ce/teen-programs/>

Bush School

<http://www.bush.edu/>

Lakeside School

<https://www.lakesideschool.org/summer/summer>

Liddane Tutoring

www.liddanetutoring.com

Summer Writing Clinic

www.movingwordsclicnic.com

Washington State University summer programs

<https://summer.wsu.edu/>

Western Washington University summer programs

<http://www.wvu.edu/ee/youth/>

Washington Business Week (at WWU, CWU, GU & PLU)

www.wbw.org

University of Washington

www.summer.washington.edu

UW K-12 -- Comprehensive searchable database providing information about resources available at the UW, including internships, courses, professional development opportunities, workshops and more

<http://www.pce.uw.edu/>

Health Care

Nurse Camp – Multicare Health Systems

<http://www.multicare.org/nurse-camp/>

Washington Business Week Health Care Pathway (PLU, Gonzaga)

www.wbw.org

University of Washington's Harborview Injury Prevention and Research Center

<http://depts.washington.edu/hiprc/education/summer-student-internships/>

Languages

FIUTS Language & Culture Institute – Seattle
 University of Washington foreign language programs
 Washington Academy of Languages
 One World Now
 French: *Alliance Française of Seattle*
 French language camp at Canoe Island
 Spanish: Volunteering/Internships at Casa Latina

<http://www.fiuts.org/home/programs/shorttermprograms/slci-local-details>
www.summer.washington.edu/summer/findaclass/language.asp
www.wal.org
<https://oneworldnow.org/>
www.afseattle.org
www.canoeisland.org
<http://www.casa-latina.org/get-involved/volunteer>

Math, Science, & Research

Bioquest summer science program
 Camp BIOmed
 Data Analysis Academy
 Fred Hutchinson Cancer Research Center
 Pacific Science Center discovery corps program
 Pathways to Science (search engine)
 State of WA Ecology Youth Group
 Summer Institute for Mathematics
 University of Washington School of Pharmacy

<http://www.seattlebioquest.org/content/programs>
<http://www.nwabr.org/campbiomed>
<https://dataanalysisacademy.org>
<http://www.fredhutch.org/en/careers/internship-opportunities/high-school-internship.html>
<https://www.pacificsciencecenter.org/discovery-corps/>
<http://www.pathwaystoscience.org/index.aspx>
<http://www.ecy.wa.gov/programs/swfa/eyc/>
<http://www.math.washington.edu/~simuw/thisyear/overview.html>
<https://sop.washington.edu/pharmd/step-summer-program/>

Technology & Computers

Digi Pen Institute of Technology (Redmond)
 Id Tech summer computer camps (residential or day camps)
 Microsoft
 UW Computer Programming courses

<https://projectfun.digipen.edu/pre-college-program/>
<http://www.internaldrive.com/locations/wa-summer-camps-washington-computer-camps/>
<https://careers.microsoft.com/careers/en/us/highschoolintern.aspx>
<http://www.summer-camp.uw.edu>

ART PROGRAMS

Cornish College of the Arts
 Experience Music Project teen workshop
 Gage Academy of Art
 Pilchuk Glass School
 Seattle Art Museum teen workshop
 Seattle Children's Theatre high school intern program
 Seattle Film Institute
 Seattle Theatre Group
 Seattle Shakespeare Company
 Youth Theater Northwest

www.cornish.edu/summer/
www.empmuseum.org/camps
www.gageacademy.org/youth/?page=teen_workshop
www.pilchuck.com
www.seattleartmuseum.org/teens
<http://www.sct.org/School/Summer-Season>
<http://www.seattlefilmstitute.com/content/teen-filmmakers-program>
www.stgpresents.org/education
www.seattleshakes.org
<http://www.youththeatre.org/>

ATHLETIC PROGRAMS

Many public and private organizations offer summer sports camps or jobs. Participation in traditional camps can lead to summer job opportunities as a camp counselor, coach, referee, or umpires; you could also create your own sports camp for neighborhood kids.

Seattle Parks & Recreation
 Bellevue Parks & Recreation
 Tennis
 Pools (lifeguards and wading attendants)
 Lifeguard training

www.cityofseattle.net/parks
http://www.bellevuewa.gov/recreation_events_intro.htm
<http://www.seattle.gov/parks/athletics/tennisc.htm>
<http://www.seattle.gov/parks/pools.asp>
<http://www.seattle.gov/parks/Aquatics/LTT.htm>

Boating	http://www.seattle.gov/parks/boats/default.htm
Golf	http://www.seattle.gov/parks/athletics/golfcrse.htm
Boys & Girls Club	http://www.positiveplace.org
Bike touring	http://bikeworks.org/youth-programs/summer-camps-tours/
CYO summer camps	http://www.seattlearchdiocese.org/OYYAE/Camping/default.aspx
Rain City Fencing Center	http://www.raincityfencing.com/
Referee/Umpire training (ages 15+)	http://woa-officials.com/pages/
Sky Hawks camp counselors/coaches (age 17+)	http://www.skyhawks.com/page/company/jobs/
Special Olympics of Washington summer games volunteer	http://www.specialolympicswashington.org/sowa/volunteer
UW sports camps	http://www.gohuskies.com/camps/wash-camps.html
YMCA of Seattle-day camps at local branches	http://www.seattlemca.org/Pages/Volunteer.aspx
Entrepreneurial camps	http://kidshealth.org/teen/school_jobs/

Sports Facilities:

Youth soccer instructors, referees, and customer service representatives

Arena Sports	http://www.arenasports.net/about-us
Starfire Sports	http://www.starfiresports.com/about/employment-opportunities/

Professional Teams

Seattle Mariners seasonal employment and internships	http://seattle.mariners.mlb.com/mlb/help/jobs.jsp?c_id=sea
Seattle Storm	http://www.wnba.com/storm/contact/employment.html
Seattle Sounders FC Seattle Academy & camps	http://www.soundersfc.com/academy

GOVERNMENT: CITY, COUNTY & STATE

Check local branches of community centers, and parks and recreation divisions as well!

Bellevue	http://www.bellevuewa.gov/recreation_events_intro.htm
Bellevue Summer Jobs	http://www.bellevuewa.gov/TempJobs.htm
Kirkland	http://www.ci.kirkland.wa.us/jobs.htm
Mercer Island	http://www.mercergov.org/
Sammamish	www.ci.sammamish.wa.us
Seattle parks	http://www.seattle.gov/PARKS/jobs/default.htm
Seattle community centers	http://www.seattle.gov/parks/centers.asp
Seattle pools	http://www.seattle.gov/Parks/aquatics/employment.htm
King County Parks and Recreation	http://www.kingcounty.gov/recreation/parks/volunteer.aspx
Washington State Dept. of Ecology Youth Corps	http://www.ecy.wa.gov/programs/swfa/eyc/
Washington Legislative Youth Advisory	http://lyac.leg.wa.gov/
WA State Senate Page Program	http://www.leg.wa.gov/Senate/Administration/PageProgram/Pages/default.aspx
WA State House Page Program	http://www.leg.wa.gov/House/Pages/HousePageProgram.aspx

INTERNSHIPS

Fred Hutchinson Cancer Research Center	http://www.fredhutch.org/en/careers/internship-opportunities/high-school-internship.html
Microsoft high school intern program	https://careers.microsoft.com/?rg=us
Pacific Science Center Discovery Corps internships	https://www.pacificsciencecenter.org/discovery-corps/
Seattle Aquarium internship	http://www.seattleaquarium.org/internships
Seattle Children’s Theatre high school intern program	http://www.sct.org/School/Interns-Assistants
Teens in Public Service non-profits, paid internships	www.teensinpublicservice.org/
Youth Force Teen	http://www.teenjobs.org/

Youth Theater Northwest internships

<http://www.youththeatre.org>

LEADERSHIP

Bank of America student leadership program

www.bankofamerica.com/studentleaders

Camp Fire USA

<http://www.campfire-usa.org>

Islandwood nature leadership camp

<http://islandwood.org/educational-programming>

Seattle Audubon nature camp jr. naturalist

<http://www.seattleaudubon.org/sas/default.aspx>

Washington Business Week leadership programs

<http://www.wbw.org>

YMCA Camps and Leadership Development Institute

http://www.seattlemca.org/Locations/Orkila/Pages/Employment_0.aspx

YMCA Bold (boys) and Passages Northwest (girls)

<http://ymcaleadership.com/gold/>

OUTDOOR EXPERIENCES

Advanced bike touring

<http://bikeworks.org/youth-programs/>

Earth Corps (Seattle based)

www.earthcorps.org

Ecology Youth Corp

www.ecy.wa.gov/programs/swfa/eye/nwro/html

Islandwood nature leadership camp

<http://islandwood.org/>

Mountains to Sound Greenway

<http://www.mtsgreenway.org/>

National Park Service -- Mount Rainier

<http://rainiervolunteers.blogspot.com/>

NW School of Wooden Boats

www.nwboatschool.org

Olympic Park Institute advanced field research

<http://www.naturebridge.org/yosemite/summer-field-research>

Outward Bound programs in the Northwest

www.outwardbound.org/

Rite of Passage

<http://riteofpassagejourneys.org/>

Salish Sea expeditions

www.salish.org

Seattle Audubon teen program

<https://www.seattleaudubon.org>

Streams, Lakes and Wetlands

http://www.ci.bellevue.wa.us/stream_team.htm

Student Conservation Association

<http://www.thesca.org/wa>

Summer Youth sea camp (Port Townsend)

www.woodenboat.org

Washington Trails Association

www.wta.org

Wilderness Awareness School (Duvall)

www.wildernessawareness.org

VOLUNTEER PROGRAMS: Local/Seattle

City of Seattle teen volunteer website

www.seattle.gov/teen/civic/getinvolved.htm

Parent Map -- list of volunteer opportunities

<http://www.parentmap.com/search?qsearch=teen%20volunteers>

United Way

<http://www.uwkc.org/ways-to-volunteer/>

Volunteer Match

<http://www.volunteermatch.org/>

Volunteer.gov

www.volunteer.gov

Family Works Food Bank and Family Center

www.familyworksseattle.org

Fred Hutchinson Cancer Research Center

<http://www.fhcrc.org/science/education/hs/internship/>

Lifelong Aids Alliance

www.lifelongaidsalliance.org

Little Bit Therapeutic Riding Center

<http://www.littlebit.org/>

Northwest Harvest

<http://www.northwestharvest.org/>

Operation Sack Lunch

<http://www.oslserves.org/volunteers/>

Pacific Science Center Discovery Corps volunteer program

<https://www.pacificsciencecenter.org/discovery-corps/>

Sea fair - Seattle's summer celebration

<http://www.seafair.com/>

Seattle Aquarium high school volunteer program

www.seattleaquarium.org

Seattle Children's Hospital

<http://www.seattlechildrens.org/ways-to-help/volunteer/>

Seattle Public Libraries

<http://www.spl.org/audiences/teens>

Solid Ground

<https://www.solid-ground.org/get-involved/volunteer/>

8000 25th Ave NE, Seattle, WA 98115 — 206.832.1111

<http://www.universityprep.org/academics/college-counseling>

Special Olympics of Washington	http://www.specialolympicswashington.org/sowa/volunteer
Teen Link	http://www.866teenlink.org/
Treehouse	http://www.treehouseforkids.org/
UW Medicine teen volunteer program	http://www.uwmedicine.org/uw-medical-center/volunteer/opportunities/opportunities-teen-program
UW -- Harborview Hospital teen volunteer program	http://www.uwmedicine.org/harborview/volunteer/opportunities
Woodland Park Zoo Corps teen volunteer program	http://www.zoo.org/page.aspx?pid=1787#.VrpZ-1KQnBE

VOLUNTEER PROGRAMS: National Organizations

American Cancer Society	http://www.cancer.org/docroot/com/com_0.asp
American Red Cross teen intern	http://www.redcross.org/en/volunteertime
AMIGOS programs in Latin America	http://www.seattleamigos.org/
Bureau of Land Management volunteers	www.blm.gov/volunteer
Corporation for National and Community Service	www.volunteermatch.org
Department of Veterans' Affairs	www.va.gov/volunteer
Earth Corps	www.earthcorps.org
Food Lifeline (Feeding America)	http://www.foodlifeline.org/help/volunteer/Volunteer.html
Habitat for Humanity	http://www.habitat.org/cd/local/affiliate.aspx?zip=98115
Learn & Serve: Corporation for National Community Service	www.nationalservice.gov
4-H Council	www.fourhcouncil.edu/getinvolved
Park Service	www.nps.gov/volunteer
Salvation Army	www.salvationarmyusa.org
Special Olympics	http://www.specialolympicswashington.org/sowa/volunteer
Student Conservation Association	http://www.thesca.org/community-programs?community=seattle-wa
US Fish and Wildlife	www.fws.gov/volunteers/
Volunteer.gov	www.volunteer.gov

National and Global Summer Programs

What should I do this summer?

Whether you're a bookworm, athlete, or community activist, there's a summer program out there for you. Summer programs allow you to pursue your interests, gain practical experience outside of the classroom, and provide you with insights into your future plans.

How do I find a program right for me?

There are many types of summer opportunities for students to participate in. Investigate each one closely; dates, costs, and entrance requirements differ depending on the experience. Most importantly, look inside yourself and see what it is you hope to gain from participating in a summer program and then find the experience that best meets your goal. Lastly, have fun. It is summer after all.

When do I apply?

Many summer programs are not updated online until March or April; however, others have application deadlines as early as February. Please check the web site of the program you're interested in for application details, dates and deadlines.

ACADEMIC PROGRAMS: College Campuses

American University

<http://www.american.edu/sis/communityofscholars/>

Barnard College

<http://barnard.edu/summer>

Bellevue College Teen Summer Program

<https://www.bellevuecollege.edu/ce/teen-programs/>

Brandeis University Genesis Program

www.brandeis.edu/genesis

Boston College Pre-Collegiate

<http://www.bc.edu/schools/summer/bce/>

Boston University PROMYS (Math & Science)

www.promys.org

Boston University Summer Challenge Program

www.bu.edu/summer/highschool

Boston University Arts Summer Institute

<http://www.bu.edu/cfa/vasi/>

Boston University Investigative Journalism

<http://studentprograms.necir.org/high-school-summer-investigative-reporting-workshop/>

Brown University Pre-College

www.brown.edu/summer

Carleton College Liberal Arts Experience

www.carleton.edu/summer/clae

Carnegie Mellon Pre-College

www.cmu.edu/enrollment/pre-college

Claremont McKenna Kravis Leadership Institute

<http://kravisleadershipinstitute.org/>

Clark Scholars at Texas Tech

www.clarkscholars.ttu.edu/

Columbia University Summer High School Program

www.ce.columbia.edu/hs

Cornell University Intensive Chinese & Japanese language program

www.lrc.cornell.edu/falcon/SummerSession

Cornell University Summer College

<https://www.sce.cornell.edu/sc/>

Colorado College Pre-College

<https://www.coloradocollege.edu/offices/summersession/pre-college/>

Duke University Summer Youth Programs

www.learnmore.duke.edu/youth

Eastern Washington University Satori	www.satoricamp.org
Georgetown University Summer at Georgetown	http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students
George Washington University Pre-College	http://precollege.gwu.edu/
George Washington University Science and Engineering	www.usaeop.com
Harvard University Secondary School Program	http://www.summer.harvard.edu/high-school-programs/secondary-school-program
Johns Hopkins University Center for Talented Youth	www.jhu.edu/summer
Kenyon College Young Writers Workshops	http://www.kenyonreview.org/workshops/young-writers/
Lewis & Clark College Workshop in Writing and Thinking	http://college.lclark.edu/programs/fir_acres/campus/
Michigan Math and Science Scholars	www.math.lsa.umich.edu/mmss/
MIT Summer Programs	www.mitadmissions.org/topics/before/summer_programs/
New York University Pre-College	www.nyu.edu/summer/highschool/precollege
University of North Carolina Journalism	http://ncsma.unc.edu/
Northern Arizona University Summer Music Camp	http://nau.edu/CAL/Music/Curry/
Northwestern University College Prep Program	http://sps.northwestern.edu/program-areas/summer/high-school-programs/college-preparation-program/
Oberlin College Foresight Prep	http://www.foresightprep.org/
Oregon Institute of Technology Teen Woman in Science	www.oit.edu/precollege
Penn Engineering: Summer Academy in Applied Science	http://www.seas.upenn.edu/saast/
Princeton University Summer Journalism Program	www.princeton.edu/sjp/
Quest University Summer Scholar	https://questu.ca/public-opportunities/summer-programs/
Seattle University Summer Business Institute	https://www.seattleu.edu/albers/SBI/
Skidmore College Summer Programs	http://www.skidmore.edu/summer/
Smith College Summer Program for Girls	www.smith.edu/summerprograms
Stanford University Summer College	http://summer.stanford.edu/
Stanford University Mathematics Camp	https://spsc.stanford.edu/programs
Syracuse University Summer College	www.summercollege.syr.edu
The College of William & Mary Summer Program	www.wm.edu/as/niahd/precollegiatesummer/index.php
Tufts University Summer Program for High School Students	https://ase.tufts.edu/summer/
University of Arizona Summer Programs	http://cos.arizona.edu/connections/for-the-public/summer-programs
University of California Los Angeles	www.summer.ucla.edu
UC-San Diego Academic Connection Program	http://academicconnections.ucsd.edu/sandiego/index.cfm
University of California Los Angeles Summer Discovery	www.summerdiscovery.com
University of Chicago Summer Program	http://summer.uchicago.edu/high-school
University of Maryland Women in Engineering	http://www.wie.umd.edu
University of Miami Summer Scholars	http://miami.edu/dcie/index.php/ssp
University of Michigan Summer Math Enrichment	http://www.math.lsa.umich.edu/mmss/
University of Oregon Gifted & Talented Summer Program	http://uoynetag.uoregon.edu/
University of Oregon Summer Architecture Academy	http://architecture.uoregon.edu/summer-architecture-academy-eugene
University of Pennsylvania Wharton School	https://www.wharton.upenn.edu/pre-college-programs/
University of Virginia Writers Workshop	http://theyoungwriters.org/
University of Washington Courses for High School Students	http://www.summer-camp.uw.edu/
University of Washington School of Pharmacy	https://sop.washington.edu/pharumd/step-summer-program/
UW – Genomics Outreach for Minorities (GenOM)	http://depts.washington.edu/genomics/index.shtml
University of Southern California	http://summerprograms.usc.edu/
University of Toronto Engineering Enrichment	http://www.youthcanada.ca/programs/da-vinci-engineering-enrichment-program-deep
US Naval Academy Summer Seminar	http://www.usna.edu/Admissions/Programs/NASS
Warren Wilson College Summer Archaeology	http://inside.warren-wilson.edu/~arch/fieldschool
Washington University (St. Louis) Summer Scholars	http://summerexperiences.wustl.edu/
Washington University (St. Louis) Architecture Discovery	http://www.samfoxschool.wustl.edu/summer/adp

Washington State University	https://summer.wsu.edu/
WSU Cougar Quest Experience Gr 7-12	http://bpc.eecs.wsu.edu/cougarquest/
WSU Summer Advantage/Pre-College	http://summeradvantage.wsu.edu/
Vassar College Pre-college	http://summerprograms.vassar.edu/
Vassar College Powerhouse Theatre Program	http://powerhouse.vassar.edu/
Wake Forest University	http://global.wfu.edu/global-outreach/pre-college/lens/
Washington & Lee Global Scholars	http://www.wlu.edu/global-experience
West Point Invitational Academic Workshop	http://www.usma.edu/admissions/SitePages/Summer.aspx
Western Washington University Summer Programs	http://www.wwu.edu/ee/
Wheaton College Pre-College	http://wheatoncollege.edu/summer-college/
Worcester Polytechnic Institute Frontiers Program	http://www.wpi.edu/academics/k12/frontiers.html
Yale University Summer Exploration	http://summer.yale.edu/

ACADEMIC PROGRAMS (UNAFFILIATED)

Academic Study Associates	http://www.summerfuel.com/
AIFS Summer Institute for the Gifted	http://www.giftedstudy.org/
Bill of Rights Institute's Constitutional Academy	http://billofrightsinstitute.org/constitutional-academy/
Camp BIOmed	http://www.nwabr.org/campbiomed
Congressional Hispanic Caucus Institute	www.chci.org
Data Analysis Academy	https://dataanalysisacademy.org
Education Unlimited	https://www.educationunlimited.com/
Experience America	https://www.expamerica.net/
Junior Statesman	http://jsa.org/
Julian Krinsky Enrichment Program	http://www.jkcp.com/landing.php
NASA Space Club	http://www.nasa.gov/offices/education/programs/descriptions/National_Space_Club_Scholars.html
National Youth Leadership Forum	http://www.envisionexperience.com/
Summer Discovery	http://www.summerdiscovery.com/
Telluride Association	http://www.tellurideassociation.org/
Washington Business Week	http://www.wbw.org/

OUTDOOR PROGRAMS

ActionQuest	http://www.actionquest.com
Cascade Mountain School	http://www.cascademountainschool.org/
Infinite Edge	http://www.infiniteedge.org/
National Geographic Expeditions	http://ngstudentexpeditions.com/
Outward Bound	http://www.outwardbound.org/
One World Now (OWN)	http://oneworldnow.org
Rite of Passage/Journeys	http://riteofpassagejourneys.org/
Sail Caribbean	www.sailcaribbean.com
Sea-mester	http://www.seamester.com/
Student Conservation Association	http://www.thesca.org/serve/youth-programs/youth-conservation-leadership-crew
Summer Discovery	http://www.summerdiscovery.com/
Summer at Dynamy	http://www.dynamy.org/
USDA Forest Service "Passport in Time" archaeology	http://www.passportintime.com/
Wild Earth Expeditions	http://www.thewildearth.com/TheWildEarth/The_Wild_Earth.html

SERVICE LEARNING OPPORTUNITIES

America's Literacy Directory	https://www.literacydirectory.org/
American Cancer Society	www.cancer.org
American Red Cross	http://www.redcross.org/en/aboutus
America's Second Harvest	www.secondharvest.org
AMIGOS programs in Latin America	www.amigoslink.org/
Bureau of Land Management Volunteers	http://www.blm.gov/wo/st/en/res/Volunteer.html
Center for Wooden Boats	http://cwb.org/join-support/volunteer/
Corporation for National and Community Service	www.volunteermatch.org
Department of Veterans' Affairs	www.va.gov/volunteer
Earth Corps	www.earthcorps.org
Habitat for Humanity	www.habitat.org
Landmark Volunteers	http://orgs.tigweb.org/landmark-volunteers
Learn and Serve	http://www.learnandserve.gov/for_individuals/students/index.asp
National 4-H Council	http://www.4-h.org/
Panim Works (for Jewish students)	www.panimworks.org
National Park Service	www.nps.gov/volunteer
Salvation Army	www.salvationarmyusa.org
Seattle-area volunteer website	www.seattle.gov/teen/civic/getinvolved.htm
Special Olympics	www.specialolympics.org
Student Conservation Association	http://www.thesca.org/community-programs?community=seattle-wa
Teens in Public Service	http://teensinpublicservice.org/
Transition Abroad	www.transitionsabroad.com/listings/work/volunteer/
US Fish and Wildlife	http://www.fws.gov/volunteers/volOpps.html
Volunteer.gov	www.volunteer.gov

STUDENTS OF COLOR & LOW-INCOME STUDENTS

Bill of Rights Institute's Constitutional Academy	http://bilofrightsinstitute.org/?s=summer
Bryant University Accounting Careers Leadership Institute	http://www.bryant.edu/admissions/for-guidance-counselors/pwc-accounting-careers-leadership-institute.htm
Carnegie Mellon Summer for Math & Science	http://www.cmu.edu/enrollment/pre-college/
Carleton College Liberal Arts Experience	http://apps.carleton.edu/summer/clae/
CDC Disease Detective Camp	http://www.cdc.gov/museum/camp/
Clark Scholars at Texas Tech	www.clarkscholars.ttu.edu/
Clark University Summer Scholars Program	http://www.clarkscholars.ttu.edu/
College Horizons (for Native American students)	www.collegehorizons.org
Congressional Hispanic Caucus Institute	http://apply.chci.org/applications/login.asp
EDGE Program for Girls (Engineering)	http://engineering.union.edu/edge/
Jackson Laboratory Summer Science Internship	http://education.jax.org/summerstudent/index.html
Minority Introduction to Engineering and Science	http://web.mit.edu/mites/
National Student Leadership Conference	http://www.nslcleaders.org/
Princeton University Summer Journalism Program	www.princeton.edu/sjp
Seattle University Summer Business Institute	https://www.seattleu.edu/albers/SBI/
Smith College Summer Program for Girls	www.smith.edu/summerprograms
Telluride Association (for African-American students)	www.tellurideassociation.org
Quest Scholars Program	http://questscholars.org/qsphome.html
Wabash College Summer Program (business)	http://www.wabash.edu/olab/
UW Summer Program in Medicine	http://www.uwmedicine.org/uw-medical-center/volunteer/opportunities/opportunities-teen-program

INTERNATIONAL & STUDY ABROAD PROGRAMS

8000 25th Ave NE, Seattle, WA 98115 — 206.832.1111

<http://www.universityprep.org/academics/college-counseling>

Abbey Road	http://www.goabbeyroad.com/
AIFS	www.summeradvantage.com
AFS International	www.afs.org
American Community Schools	http://www.acs-schools.com/
American Collegiate Adventures	www.acasummer.com
Berridge Programs	http://www.berridgeprograms.com/
Bridges Study Abroad	http://studyabroad.bridge.edu/
Broadreach	www.gobroadreach.com
Deer Hill Expeditions	www.deerhillexpeditions.com
Educational Tours	www.eftours.com
Experiment in International Living	http://www.experimentinternational.org/
Global Works	https://www.globalworkstravel.com/
Interlaken/Windsor Mountain	www.windsormountain.org
ISSOS International	https://www.issos.com/
Leysin American School	www.las.ch/summer
Lifeworks	www.lifeworks-international.com
National Geographic Student Expeditions	http://ngstudentexpeditions.com/
National Hispanic Institute	www.nhi-net.org
Overland	www.overlandsummers.com
Oxford Advanced Studies	www.oasp.ac.uk
Oxbridge Academic	http://www.oxbridgeprograms.com/
Oxford Royale Academy	https://www.oxford-royale.co.uk/
Putney Student Travel	http://goputney.com/
Rustic Pathways	http://rusticpathways.com/
Spoletto Study Abroad	www.spoletostudyabroad.com
Studio Arts Center International	www.saci-florence.org
Summer Discovery	http://www.discoveryinternships.com/
University of St. Andrews	www.st-andrews.ac.uk/study/non-degree/summer/programmes/
Visions Service Learning	www.visionsserviceadventures.com
Where There Be Dragons	www.wheretherebedragons.com
Young Judea	www.youngjudea.org
Youth for Understanding	http://www.yfu.org/
Weizman Institute-Israel	http://www.weizmann-usa.org/

SEARCH ENGINES FOR SUMMER PROGRAMS

College Wiki Summer Lists	http://collegelists.pbworks.com
Enrichment Alley	www.enrichmentalley.com
Pathways to Science	http://www.pathwaystoscience.org/index.aspx
Student Education Programs	http://www.studenteducationprograms.com/
Summer Discovery	www.summerfun.com/
Summer Programs Finder	http://summerprogramfinder.com/



Top Ten Places to Search for a Summer Job

Adapted from: www.teens4hire.com

1. City, county, state and other government-run youth programs
 - Day and summer camps
 - Recreation centers and city parks
 - Lifeguards and wading pool monitors
2. Vacation and tourism spots
 - Hotels/resorts
 - Parks and recreational areas
 - Swimming pools, golf courses/ tennis clubs, campgrounds
 - Amusement/theme/entertainment parks: www.wildwaves.com
 - Museums, zoos and aquariums
 - Airport concessions at SeaTac Airport: www.airportjobs.org
3. Childcare and eldercare providers
4. Health care facilities
5. Business services
 - Grocery stores
 - Moving and packing companies
 - Lawn care and other maintenance companies
 - Construction
6. Construction companies
7. Movie theaters
8. Fast food and restaurant establishments
 - Host
 - Cashier
 - Busing tables
 - Prep cook
9. Malls (look up directories of stores)
 - University Village: www.uvillage.com
 - Northgate Mall: www.simon.com/mall/northgate-mall
 - Bellevue Square: www.nellevuesquare.com
10. Clothing and accessory stores

WA State Teen Employment Information

Department of Labor and Industries Teens at Work brochure
Teen rights on the job

<https://www.osha.gov/youngworkers/workers.html>
<https://www.osha.gov/youngworkers/index.html>

Teen Job-Search Websites

Great job search advice
Internships with local companies, updated regularly
Part time jobs in restaurants and retail
Seattle Craigslist
My First Paycheck
Intern jobs
Snagajob
Student Jobs

http://kidshealth.org/teen/school_jobs/
www.Teenjobs.org
www.teens4hire.org
<https://seattle.craigslist.org/search/jjj>
www.myfirstpaycheck.com
www.internjobs.com
www.snagajob.com
www.studentjobs.org

Volunteering

City of Seattle Teen Volunteer website
Parent Map
Volunteer Match
United Way
Volunteer.gov

www.seattle.gov/teen/civic/getinvolved.htm
<http://www.parentmap.com/article/volunteer-opportunities-for-kids>
<http://www.volunteermatch.org/>
<http://www.uwkc.org/ways-to-volunteer/>
www.volunteer.gov



Applying & Interviewing for Summer Jobs or Internships

You've probably heard your parents talk about the importance of making a good first impression on a job interview (their "dress for success" talk may sound like a life lecture, but in this case parents are right).

Sources:

http://kidshealth.org/teen/school_jobs/jobs/tips_interview.html

www.teens4hire.com

Submitting an Application

When applying for jobs, internships or volunteer activities have a resume. A resume should include your name, address and contact information. It should also include any activities you're involved in, any employment or volunteer experience you've had and a brief description of each. See the resume examples that follow.

A co-curricular resume can also be important. It is an easy way to organize your experience in a format that can supplement your application for internships, volunteer opportunities, camps and summer jobs. It's important to demonstrate your involvement in arts, sports clubs and internships outside of school; they're a way to show a prospective employer additional qualities about yourself. It is important to note any accomplishments and award recognition. There are many transferable skills that are learned from participating in co-curricular activities. Examples: time management, achieving goals, consensus building, assertiveness, leadership, decision making.

With the application include a brief introductory cover letter about why you want this position and/or to volunteer at this organization and what your qualifications are for this position.

Communication

Be mindful that employers will contact you via email or voicemail. Make sure your screen name is appropriate and voicemail message is professional. Promptly return all calls or messages. Do so in a quiet location where there are not a lot of distractions.

References

A reference is an adult over 25 not related to you. It should be someone who has known you for at least one year and will let a prospective employer know you are a responsible young adult.

Reliable references would include a teacher, coach, school counselor, volunteer supervisor, manager at a recent job or family friend. Obtain permission from prospective references before giving out their name and contact information. Ask what is the best way for them to be contacted and indicate this on your references page.

Your reference sheet should include the following information:

- Name of person/title
- Place of business
- Contact information (telephone and email)
- Years acquainted/Relationship

Documents

Have your driver's license and your social security number on hand; many organizations use these documents for identification.

Questions

Be prepared to answer questions about yourself and your application. Employers want to get to know you a little better and see if you will be a good fit for the company and for the job/position. You should come prepared to answer questions about why you want to work for this company, when you are available to start, what are your desired/available work hours. Some employers want to know about your previous employment experiences (if any) and job responsibilities.

Also, be prepared to ask the interviewer questions. What are the job responsibilities, pay schedule (weekly, bi-weekly or monthly), job hours? Is a uniform required for this job? Is training provided? What are the benefits (if any) of this job? Don't be afraid to ask questions; good questions show the interviewer you're thoughtful and that you're not afraid to interact with other people — a particularly good interview strategy if the position involves dealing with people, such as sales. If you can, practice being interviewed by an adult to help you feel prepared and comfortable.

Here are some skills and strategies to help you ace your job application and interview:

Dress the part. Even if the job you're applying for involves wearing a uniform or working behind the scenes, the way you dress for an interview tells your potential employer that you take the job seriously. If you're a guy, wear a nice pair of pants and a shirt (a tie usually isn't necessary for a summer job, although it doesn't hurt to wear one!). Sneakers, sandals, shorts, t-shirts, sweatshirts, and jeans don't make good interview attire.

Be confident. Look your potential employer in the eye, shake his or her hand, and remember another parental mantra: good manners. Of course, appearing confident is easiest when you know what you're talking about, and that brings us to the next point.

Be prepared. Find out what you can about the position or company in advance and show your knowledge during the interview. Researching shows the interviewer that you're smart and eager to learn. Doing your research also lets you learn what inspires you about the company so you can share your enthusiasm with the interviewer.

Do some research. If you can, find out more about the position itself. Looking on the company's website or talking to someone who has worked there allows you to think in advance about which skills you have that fit well with the job.

Personal Presentation. It's important that you be well-groomed, with clean, neat and ironed clothing. Demonstrate that you have good oral and written communication skills, and that you can write and speak clearly with the use of proper grammar (no slang, please!).

Basic Skills. Neat, thorough and complete application. A demonstration of basic math, reasoning and reading comprehension skills. The ability to add, subtract, multiply and divide, and to read and understand written instructions

Softer skills. The following skills can be demonstrated by punctuality, a solid resume, rigorous classes and academic performance, commitment to activities and interests outside of academics, volunteer experiences, and strong personal references.

- Problem Solving – the ability to identify, analyze and solve problems that may arise
- Teamwork – the ability to work successfully with others and for the good of the employer
- Organization – the ability to manage time efficiently and maintain an orderly, neat or clean work area
- Ambition – a strong desire to do or to achieve something, typically requiring determination and hard work
- Courtesy – having a polite attitude and behavior toward others
- Trustworthiness – the ability to be honest and truthful

- Self-motivation – ability to do what needs to be done, without influence from other people or situations. People with self-motivation can find a reason and strength to complete a task, even when challenging, without giving up or needing another to encourage them.
- Willingness to learn – shows curiosity about the unknown and a desire to learn new tasks
- Reliability – the quality of being trustworthy or of performing consistently well

Follow up

After the interview, send a thank you note. An email thank you is acceptable; a hand-written note is better. If you are offered a position, respond in a timely manner about your intentions. Reiterate your continued interest in the position. This is a particularly good strategy if you're interviewing for an internship or office position. Your future employer will be impressed by your determination.

If you choose not to take the position, call or send a note thanking the organization for this opportunity.

Washington State Wage Information

Department of Labor and Industries Teens at Work Brochure: <http://www.lni.wa.gov/ipub/700-022-000.pdf>

Washington State's 2017 minimum wage is \$11.00 per hour, and the city of Seattle is rolling in a \$15.00 minimum wage over the course of the next few years. Minimum wage is recalculated yearly based on a cost-of-living adjustment for workers 16 and older. 14-15 year olds may be paid 85% of the minimum wage (\$9.35 per hour).

If a minor student is working during the school year, a parent/school authorization form is required. Employers are responsible for ensuring the form has been completed before employment begins.

Sample Resumes

The following are sample resumes for high school students with various areas of interest and strength.

Penelope P. Patch
 123 Wedgwood Place
 Seattle, WA
 206-525-9659
pppatch@email.com

Education

- University Prep, Seattle, Washington September 2015 – present
 Anticipated Graduation, June 2016

Cumulative GPA 3.42 (3.89 in senior year)

Community Service and Volunteer Experiences

- Cherry Street Foodbank, Volunteer Grades 9 and 10
 Stocked, organized, and cleaned warehouse area and cooked and served food; received “Volunteer of the Month award” for a total of 100 hours of service over two years.
- Club Soccer Fundraiser, Coordinator Grades 9 and 10
 Served as publicity liaison between the City of Seattle and league club soccer team for donations and entertainment during annual fundraiser.
- YMCA Summer Camp, Seattle, WA Summers 2015 to 2016
 Counselor for of summer day camp for children ages 8-12, also spent one day a week assisting in YMCA camp office.

Employment/Summer Activities

- Ravenna Soccer Academy, Assistant Manager/Coach Summers 2015 and 2016
- Glassybaby, University Village, Seattle, WA Summer 2016
 Worked in sales, inventory, and customer service for local glass retail shop
- Soccer Referee, Club Youth Soccer, Seattle, WA Grades 10 and 11

Soccer Information

- University Prep Varsity Soccer Team, Defense Grades 9 – 12
 - o Captain, Grade 12
 - o Third Place, State Finals, Grade 11
 - o 1st Team, All-League, Grade 11
 - o Most inspirational, Grade 10
- Club Youth Soccer, Club Team, Defense Grade 9 - 12
 - o King County championship team, Grades 10-11
 - o King County 2nd team, Grade 9

Additional Sports Activities

- University Prep, Varsity Track Grade 9
 - o Qualified for district finals, Grade 9
- Club Lacrosse Grade 10
 - o 4th in state, Grade 10

Danny Dahl
2222 Ravenna Way
Bellevue, WA 98004
503-555-1111 (home)
503-555-2222 (cell)
E-mail: ddahl@email.com

Academic Background

University Prep, Seattle WA
Anticipated Graduation: Spring 2018
3.97 Student
SAT EBWR – 690/ M – 670/
ACT Eng – 29/ Read – 28/ Math – 30/ Sci – 28/ Composite – 29
AP Calc AB – 5
AP US History – 4
Current Classes: Calculus II, English, Art, French V, Biotechnology, Brazilian History

Awards

Member of National Honor Society
Member of French Honor Society
First Tech Credit Union Student All-Star
University Prep Silver Talon Award

Art

University Prep Creative Arts Society – Co-President during Senior Year
Best in Show at King County Juried High School Art Exhibition – fall 2016
Art on display at Javasti Café, Seattle – spring 2016
Art on display at Kaladi Bros Coffee, Seattle – fall 2015
Painted Mural through City of Seattle – summer 2015
Metro Billboard Art Contest Finalist – winter 2014

Extracurricular Activities

Actor in High School Plays and musicals – 4 years
Organizer at University Prep Coffeehouse and Music Day events – 4 years
University Prep Gay-Straight Alliance – 4 years
Dharma Rain Zen Center Youth Program participant – 4 years
Rent, the musical, enthusiast (*Rent Head*)

Employment/Volunteer

PCC Grocery Store Courtesy Clerk/Bakery Attendant – May 2015 to present
Volunteer at Folklife Music Festival – 2 years
Volunteer at Bumbershoot Festival – 3 years

ANNA BETH AM

4000 25TH AVE NE · SEATTLE, WA 98115
PHONE (CELL) 206.987.9526 · E-MAIL ABA@EMAIL.COM

EXTRACURRICULAR ACTIVITIES

Puma Press (University Prep Newspaper), Editor (Junior, Senior)
Puma Press, Photographer and Writer (Freshman, Sophomore)
Puma Press, Features Editor (Junior)
University Prep Jazz Band Tenor Saxophone (Freshman, Sophomore, Junior)
National Honor Society (Junior, Senior)
Puma Radio (Junior, Senior)
SOS (Students of Service club) co-president– (Junior, Senior)
National Jewish Youth Council (leadership counselor) (Junior, Senior)
Filmmaking (short films, animation) (Freshman-Senior)
Dance – weekly classes since the age of 4
Assistant Dance Teacher for 3 beginner classes (Freshman)

AWARDS RECEIVED

National Merit Commended Scholar (Senior)
National Scholastic Press Association Finalist (Senior)
1st Place Features Story [Washington High School Journalism Competition] (Junior)
3rd Place News Story [Washington High School Journalism Competition] (Junior)
3rd Place [Washington State Solo and Ensemble Competition] (Sophomore)
2nd Place Nature Photograph [Washington State High School Photography Competition] (Freshman)
University Prep Scholars List (Freshman, Sophomore, Junior, Senior)

SPECIAL PROGRAMS

Dodge Film School, Chapman University, Summer high school program (2015)
Washington State High School Journalism camp, Central Washington University (2014)
University of North Carolina Journalism Program (2014)