

# Summer Opportunities

## 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)

<https://www.kuow.org/radioactive>

### 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](http://www.liddanetutoring.com)

Summer Writing Clinic

[www.movingwordsclicnic.com](http://www.movingwordsclicnic.com)

Washington State University summer programs

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

Western Washington University summer programs

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

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

[www.wbw.org](http://www.wbw.org)

University of Washington

[www.summer.washington.edu](http://www.summer.washington.edu)

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

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

### Health Care

Camp Cardiac

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

Nurse Camp – Multi care Health Systems

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

Washington Business Week Health Care Pathway (PLU, Gonzaga)

[www.wbw.org](http://www.wbw.org)

University of Washington's Harborview Injury Prevention and Research Center

<https://depts.washington.edu/hiprc/education/insight-hs/>

## 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

<https://www.fiuts.org/slci>  
[www.summer.washington.edu](http://www.summer.washington.edu)  
[www.wal.org](http://www.wal.org)  
<https://oneworldnow.org/>  
[www.afseattle.org](http://www.afseattle.org)  
[www.canoeisland.org](http://www.canoeisland.org)  
<http://www.casa-latina.org/get-involved/volunteer>

## Math, Science, & Research

Bioquest summer science program  
 Davidson Institute: BioQuest Academy/Seattle  
 Camp BIOmed  
 Fred Hutchinson Cancer Research Center  
 Pacific Science Center discovery corps program  
 Pathways to Science (search engine)  
 Project BioTech (Biotechnology Research)  
 State of WA Ecology Youth Group  
 Summer Institute for Mathematics  
 University of Washington School of Pharmacy

<https://www.seattlechildrens.org/research/centers-programs/science-education-department/bioquest-academy/>  
<https://www.davidsongifted.org/Search-Database/entry/R16499>  
<http://www.nwabr.org/campbiomed>  
<http://www.fredhutch.org/en/careers/internship-opportunities/high-school-internship.html>  
<https://www.pacificsciencecenter.org/discovery-corps/>  
<http://www.pathwaystoscience.org/index.aspx>  
<https://www.shoreline.edu/biotechnology/outreach/project-biotech.aspx>  
<https://ecology.wa.gov/Waste-Toxics/Solid-waste-litter/Litter/Ecology-Youth-Corps>  
<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/ 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  
 MoPOP 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/](http://www.cornish.edu/summer/)  
[www.empmuseum.org/camps](http://www.empmuseum.org/camps)  
[www.gageacademy.org/youth/?page=teen\\_workshop](http://www.gageacademy.org/youth/?page=teen_workshop)  
[www.pilchuck.com](http://www.pilchuck.com)  
[www.seattleartmuseum.org/teens](http://www.seattleartmuseum.org/teens)  
<http://www.sct.org/School/Summer-Season>  
<https://www.sfi.edu/#home>  
[www.stgpresents.org/education](http://www.stgpresents.org/education)  
[www.seattleshakes.org](http://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

<http://www.seattle.gov/parks>  
<https://parks.bellevuewa.gov/connections>  
<http://www.seattle.gov/parks/athletics/tennistct.htm>

## 4 | University Prep

Pools (lifeguards and wading attendants)	<a href="http://www.seattle.gov/parks/pools.asp">http://www.seattle.gov/parks/pools.asp</a>
Lifeguard training	<a href="http://www.seattle.gov/parks/Aquatics/LTT.htm">http://www.seattle.gov/parks/Aquatics/LTT.htm</a>
Boating	<a href="http://www.seattle.gov/parks/boats/default.htm">http://www.seattle.gov/parks/boats/default.htm</a>
Golf	<a href="http://www.seattle.gov/parks/athletics/golfcrse.htm">http://www.seattle.gov/parks/athletics/golfcrse.htm</a>
Boys & Girls Club	<a href="http://www.positiveplace.org">http://www.positiveplace.org</a>
Bike touring	<a href="http://bikeworks.org/youth-programs/summer-camps-tours/">http://bikeworks.org/youth-programs/summer-camps-tours/</a>
CYO summer	<a href="http://www.oyyae.org/athletics">http://www.oyyae.org/athletics</a>
Rain City Fencing Center	<a href="http://www.raincityfencing.com/">http://www.raincityfencing.com/</a>
Referee/Umpire training (ages 15+)	<a href="http://woa-officials.com/pages/">http://woa-officials.com/pages/</a>
Sky Hawks camp counselors/coaches (age 17+)	<a href="http://www.skyhawks.com/page/company/jobs/">http://www.skyhawks.com/page/company/jobs/</a>
Special Olympics of Washington summer games volunteer	<a href="http://www.specialolympicswashington.org/sowa/volunteer">http://www.specialolympicswashington.org/sowa/volunteer</a>
UW sports camps	<a href="https://gohuskies.com/sports/2013/4/18/208228730.aspx">https://gohuskies.com/sports/2013/4/18/208228730.aspx</a>
YMCA of Seattle-day camps at local branches	<a href="http://ykids.seattlemca.org/find-a-camp">http://ykids.seattlemca.org/find-a-camp</a>

### Sports Facilities:

#### Youth soccer instructors, referees, and customer service representatives

Arena Sports	<a href="http://www.arenasports.net/about-us">http://www.arenasports.net/about-us</a>
Starfire Sports	<a href="http://www.starfiresports.com/about/employment-opportunities/">http://www.starfiresports.com/about/employment-opportunities/</a>

### Professional Teams

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

### GOVERNMENT: CITY, COUNTY & STATE

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

Bellevue Summer Jobs	<a href="https://bellevuewa.gov/city-government/departments/human-resources/job-opportunities">https://bellevuewa.gov/city-government/departments/human-resources/job-opportunities</a>
Kirkland	<a href="http://www.ci.kirkland.wa.us/jobs.htm">http://www.ci.kirkland.wa.us/jobs.htm</a>
Mercer Island	<a href="http://www.mercergov.org/">http://www.mercergov.org/</a>
Sammamish	<a href="http://www.ci.sammamish.wa.us">www.ci.sammamish.wa.us</a>
Seattle parks	<a href="http://www.seattle.gov/PARKS/jobs/default.htm">http://www.seattle.gov/PARKS/jobs/default.htm</a>
Seattle community centers	<a href="http://www.seattle.gov/parks/centers.asp">http://www.seattle.gov/parks/centers.asp</a>
Seattle pools	<a href="http://www.seattle.gov/Parks/aquatics/employment.htm">http://www.seattle.gov/Parks/aquatics/employment.htm</a>
King County Parks and Recreation	<a href="http://www.kingcounty.gov/recreation/parks/volunteer.aspx">http://www.kingcounty.gov/recreation/parks/volunteer.aspx</a>
Washington State Dept. of Ecology Youth Corps	<a href="https://ecology.wa.gov/Waste-Toxics/Solid-waste-litter/Litter/Ecology-Youth-Corps">https://ecology.wa.gov/Waste-Toxics/Solid-waste-litter/Litter/Ecology-Youth-Corps</a>
Washington Legislative Youth Advisory	<a href="http://lyac.leg.wa.gov/">http://lyac.leg.wa.gov/</a>
WA State Senate Page Program	<a href="http://www.leg.wa.gov/Senate/Administration/PageProgram/Pages/default.aspx">http://www.leg.wa.gov/Senate/Administration/PageProgram/Pages/default.aspx</a>
WA State House Page Program	<a href="http://www.leg.wa.gov/House/Pages/HousePageProgram.aspx">http://www.leg.wa.gov/House/Pages/HousePageProgram.aspx</a>

### INTERNSHIPS

Fred Hutchinson Cancer Research Center	<a href="http://www.fredhutch.org/en/careers/internship-opportunities/high-school-internship.html">http://www.fredhutch.org/en/careers/internship-opportunities/high-school-internship.html</a>
King Country Internships	<a href="https://www.kingcounty.gov/audience/employees/careers/internships.aspx">https://www.kingcounty.gov/audience/employees/careers/internships.aspx</a>
Microsoft high school intern program	<a href="https://careers.microsoft.com/?rg=us">https://careers.microsoft.com/?rg=us</a>
Pacific Science Center Discovery Corps internships	<a href="https://www.pacificsciencecenter.org/discovery-corps/">https://www.pacificsciencecenter.org/discovery-corps/</a>
Seattle Aquarium internship	<a href="http://www.seattleaquarium.org/internships">http://www.seattleaquarium.org/internships</a>
Seattle Children's Theatre high school intern program	<a href="http://www.sct.org/School/Interns-Assistants">http://www.sct.org/School/Interns-Assistants</a>
Teens in Public Service non-profits, paid internships	<a href="http://www.teensinpublicservice.org/">www.teensinpublicservice.org/</a>

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

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

Youth Force Teen  
Youth Theater Northwest internships

<http://www.teenjobs.org/>  
<http://www.youththeatre.org>

## LEADERSHIP

Bank of America student leadership program  
Camp Fire USA  
Islandwood nature leadership camp  
Seattle Audubon nature camp jr. naturalist  
Washington Business Week leadership programs  
YMCA Camps and Leadership Development Institute  
YMCA Bold (boys) and Passages Northwest (girls)

[www.bankofamerica.com/studentleaders](http://www.bankofamerica.com/studentleaders)  
<http://www.campfire-usa.org>  
<http://islandwood.org/educational-programming>  
<http://www.seattleaudubon.org/sas/default.aspx>  
<http://www.wbw.org>  
[http://www.seattlemca.org/Locations/Orkila/Pages/Employment\\_0.aspx](http://www.seattlemca.org/Locations/Orkila/Pages/Employment_0.aspx)  
<http://ymcaleadership.com/gold/>

## OUTDOOR EXPERIENCES

Advanced bike touring  
Earth Corps (Seattle based)  
Ecology Youth Corp  
Islandwood nature leadership camp  
Mountains to Sound Greenway  
National Park Service -- Mount Rainier  
NW School of Wooden Boats  
Olympic Park Institute advanced field research  
Outward Bound programs in the Northwest  
Rite of Passage  
Salish Sea expeditions  
Seattle Audubon teen program  
Streams, Lakes and Wetlands  
  
Student Conservation Association  
Summer Youth sea camp (Port Townsend)  
Washington Trails Association  
Wilderness Awareness School (Duvall)

<http://bikeworks.org/youth-programs/>  
[www.earthcorps.org](http://www.earthcorps.org)  
[www.ecy.wa.gov/programs/swfa/eye/nwro/html](http://www.ecy.wa.gov/programs/swfa/eye/nwro/html)  
<http://islandwood.org/>  
<http://www.mtsgreenway.org/>  
<http://RainierVolunteersNPS.tumblr.com>  
[www.nwboatschool.org](http://www.nwboatschool.org)  
<https://naturebridge.org/programs/olympic-summer-backpacking>  
[www.outwardbound.org/](http://www.outwardbound.org/)  
<http://riteofpassagejourneys.org/>  
[www.salish.org](http://www.salish.org)  
<https://www.seattleaudubon.org>  
<https://utilities.bellevuewa.gov/conservation-and-the-environment/protecting-our-waterways/stream-team-volunteer-program>  
<https://www.thesca.org/wa>  
[www.woodenboat.org](http://www.woodenboat.org)  
[www.wta.org](http://www.wta.org)  
[www.wildernessawareness.org](http://www.wildernessawareness.org)

## VOLUNTEER PROGRAMS: Local/Seattle

City of Seattle teen volunteer website  
Parent Map -- list of volunteer opportunities  
United Way  
Volunteer Match  
Volunteer.gov  
Family Works Food Bank and Family Center  
Fred Hutchinson Cancer Research Center  
Lifelong Aids Alliance  
Little Bit Therapeutic Riding Center  
Northwest Harvest  
Operation Sack Lunch  
Pacific Science Center Discovery Corps volunteer program  
Pacific Science Center (SET) Program  
Sea fair - Seattle's summer celebration  
Seattle Aquarium high school volunteer program

<http://www.seattle.gov/services-and-information/volunteering-and-participating>  
<http://www.parentmap.com/search?qsearch=teen%20volunteers>  
<https://www.uwkc.org/volunteer/>  
<http://www.volunteermatch.org/>  
[www.volunteer.gov](http://www.volunteer.gov)  
[www.familyworksseattle.org](http://www.familyworksseattle.org)  
<http://www.fredhutch.org/en/careers/internship-opportunities/high-school-internship.html>  
[www.lifelongaidsalliance.org](http://www.lifelongaidsalliance.org)  
<http://www.littlebit.org/>  
<http://www.northwestharvest.org/>  
<https://www.oslserves.org/volunteer>  
<https://www.pacificsciencecenter.org/discovery-corps/>  
<https://www.pacificsciencecenter.org/science-educators-in-training/>  
<http://www.seafair.com/>  
[www.seattleaquarium.org](http://www.seattleaquarium.org)

## 6 | University Prep

Seattle Children's Hospital

Seattle Public Libraries

Solid Ground

Special Olympics of Washington

Teen Link

Treehouse

UW Medicine teen volunteer program

UW -- Harborview Hospital teen volunteer program

Woodland Park Zoo Corps teen volunteer program

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

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

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

<http://www.specialolympicswashington.org/sowa/volunteer>

<http://www.866teenlink.org/>

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

<https://www.uwmedicine.org/volunteering>

<https://www.uwmedicine.org/volunteering/volunteer-faq-harborview>

<https://www.zoo.org/zoocorps>



# 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](http://www.brandeis.edu/genesis)

Boston College Pre-Collegiate

<https://www.bu.edu/summer/high-school-programs/>

Boston University PROMYS (Math & Science)

[www.promys.org](http://www.promys.org)

Boston University Summer Challenge Program

[www.bu.edu/summer/highschool](http://www.bu.edu/summer/highschool)

Boston University Arts Summer Institute

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

Boston University Investigative Journalism

<https://combeyond.bu.edu/workshop/bu-summer-journalism-institute/>

Boston University Academy of Media Production

<https://www.bu.edu/mysummer/arts/academy-of-media-production/>

Brown University Pre-College

<https://precollege.brown.edu/>

Carleton College Liberal Arts Experience

[www.carleton.edu/summer/clae](http://www.carleton.edu/summer/clae)

Carnegie Mellon Pre-College

[www.cmu.edu/enrollment/pre-college](http://www.cmu.edu/enrollment/pre-college)

Claremont McKenna Kravis Leadership Institute

<http://kravisleadershipinstitute.org/>

Clark Scholars at Texas Tech

[www.clarkscholars.ttu.edu/](http://www.clarkscholars.ttu.edu/)

Columbia University Summer High School Program

[www.ce.columbia.edu/hs](http://www.ce.columbia.edu/hs)

Colorado College

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

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	<a href="http://www.learnmore.duke.edu/youth">www.learnmore.duke.edu/youth</a>
Eastern Washington University Satori	<a href="http://www.satoricamp.org">www.satoricamp.org</a>
Georgetown University Summer at Georgetown	<a href="http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students">http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students</a>
George Washington University Pre-College	<a href="http://precollege.gwu.edu/">http://precollege.gwu.edu/</a>
George Washington University Science and Engineering	<a href="http://www.usaeop.com">www.usaeop.com</a>
Harvard University Secondary School Program	<a href="http://www.summer.harvard.edu/high-school-programs/secondary-school-program">http://www.summer.harvard.edu/high-school-programs/secondary-school-program</a>
Johns Hopkins University Center for Talented Youth	<a href="http://www.jhu.edu/summer">www.jhu.edu/summer</a>
Kenyon College Young Writers Workshops	<a href="http://www.kenyonreview.org/workshops/young-writers/">http://www.kenyonreview.org/workshops/young-writers/</a>
Lewis & Clark College Workshop in Writing and Thinking	<a href="http://college.lclark.edu/programs/fir_acres/campus/">http://college.lclark.edu/programs/fir_acres/campus/</a>
Michigan Math and Science Scholars	<a href="http://www.math.lsa.umich.edu/mmss/">www.math.lsa.umich.edu/mmss/</a>
MIT Summer Programs	<a href="https://mitadmissions.org/apply/prepare/summer/">https://mitadmissions.org/apply/prepare/summer/</a>
New York University Pre-College	<a href="http://www.nyu.edu/summer/highschool/precollege">www.nyu.edu/summer/highschool/precollege</a>
University of North Carolina Journalism	<a href="http://ncsma.unc.edu/">http://ncsma.unc.edu/</a>
Northern Arizona University Summer Music Camp	<a href="http://nau.edu/CAL/Music/Curry/">http://nau.edu/CAL/Music/Curry/</a>
Northeastern University Experiential Entrepreneurship	<a href="https://www.northeastern.edu/precollegeprograms/programs/experiential-entrepreneurship/">https://www.northeastern.edu/precollegeprograms/programs/experiential-entrepreneurship/</a>
Northwestern University College Prep Program	<a href="https://sps.northwestern.edu/pre-college/">https://sps.northwestern.edu/pre-college/</a>
Oberlin College Foresight Prep	<a href="http://www.foresightprep.org/">http://www.foresightprep.org/</a>
Oregon Institute of Technology Teen Woman in Science	<a href="http://www.oit.edu/precollege">www.oit.edu/precollege</a>
Penn Engineering: Summer Academy in Applied Science	<a href="http://www.seas.upenn.edu/saast/">http://www.seas.upenn.edu/saast/</a>
Princeton University Summer Journalism Program	<a href="http://www.princeton.edu/sjp/">www.princeton.edu/sjp/</a>
Quest University Summer Scholar	<a href="https://questu.ca/community-hub/news/summer-program-courses/">https://questu.ca/community-hub/news/summer-program-courses/</a>
Sarah Lawrence College Pre-College Programs	<a href="https://www.sarahlawrence.edu/summer/pre-college/">https://www.sarahlawrence.edu/summer/pre-college/</a>
Seattle University Summer Business Institute	<a href="https://www.seattleu.edu/albers/SBI/">https://www.seattleu.edu/albers/SBI/</a>
Sewanee Young Writers Workshop	<a href="http://www.sewanee.edu/sywc/">http://www.sewanee.edu/sywc/</a>
Skidmore College Summer Programs	<a href="http://www.skidmore.edu/summer/">http://www.skidmore.edu/summer/</a>
Smith College Summer Program for Girls	<a href="http://www.smith.edu/summerprograms">www.smith.edu/summerprograms</a>
Stanford University Summer College	<a href="http://summer.stanford.edu/">http://summer.stanford.edu/</a>
Stanford University Mathematics Camp	<a href="https://spcs.stanford.edu/programs">https://spcs.stanford.edu/programs</a>
Syracuse University Summer College	<a href="http://www.summercollege.syr.edu">www.summercollege.syr.edu</a>
The College of William & Mary Summer Program	<a href="http://www.wm.edu/as/niahd/precollegiatesummer/index.php">www.wm.edu/as/niahd/precollegiatesummer/index.php</a>
Tufts University Summer Program for High School Students	<a href="https://ase.tufts.edu/summer/">https://ase.tufts.edu/summer/</a>
Tulane University Pre-College Programs	<a href="https://summer.tulane.edu/">https://summer.tulane.edu/</a>
University of Arizona Summer Programs	<a href="http://cos.arizona.edu/connections/for-the-public/summer-programs">http://cos.arizona.edu/connections/for-the-public/summer-programs</a>
University of California Los Angeles	<a href="http://www.summer.ucla.edu">www.summer.ucla.edu</a>
UC-San Diego Academic Connection Program	<a href="https://extension.ucsd.edu/courses-and-programs/Academic-Connections">https://extension.ucsd.edu/courses-and-programs/Academic-Connections</a>
University of California Los Angeles Summer Discovery	<a href="http://www.summerdiscovery.com">www.summerdiscovery.com</a>
University of Chicago Summer Program	<a href="http://summer.uchicago.edu/high-school">http://summer.uchicago.edu/high-school</a>
University of Maryland Women in Engineering	<a href="http://www.wie.umd.edu">http://www.wie.umd.edu</a>
University of Miami Summer Scholars	<a href="http://miami.edu/dcie/index.php/ssp">http://miami.edu/dcie/index.php/ssp</a>
University of Michigan Summer Math Enrichment	<a href="http://www.math.lsa.umich.edu/mmss/">http://www.math.lsa.umich.edu/mmss/</a>
University of Pennsylvania Wharton School	<a href="https://www.wharton.upenn.edu/pre-college-programs/">https://www.wharton.upenn.edu/pre-college-programs/</a>
University of Rochester	<a href="https://enrollment.rochester.edu/precollege/">https://enrollment.rochester.edu/precollege/</a>
University of Virginia Writers Workshop	<a href="http://theyoungwriters.org/">http://theyoungwriters.org/</a>
University of Washington Courses for High School Students	<a href="http://www.summer-camp.uw.edu/">http://www.summer-camp.uw.edu/</a>
University of Washington School of Pharmacy	<a href="https://sop.washington.edu/pharmd/step-summer-program/">https://sop.washington.edu/pharmd/step-summer-program/</a>
UW – Genomics Outreach for Minorities (GenOM)	<a href="http://depts.washington.edu/genomics/index.shtml">http://depts.washington.edu/genomics/index.shtml</a>
University of Southern California	<a href="http://summerprograms.usc.edu/">http://summerprograms.usc.edu/</a>
University of Toronto Engineering Enrichment	<a href="http://www.youthcanada.ca/programs/da-vinci-engineering-enrichment-program-deep">http://www.youthcanada.ca/programs/da-vinci-engineering-enrichment-program-deep</a>



US Naval Academy Summer Seminar  
 Warren Wilson College Summer Archaeology  
 Washington University (St. Louis) Summer Scholars  
 Washington University (St. Louis) Architecture Discovery  
 Washington State University  
 WSU Cougar Quest Experience (Gr 7-12)  
 WSU Summer Advantage/Pre-College  
 Wheaton College (MA)  
 Vassar College Pre-college  
 Vassar College Powerhouse Theatre Program  
 Wake Forest University  
 West Point Summer Leaders Experience  
 Western Washington University Summer Programs  
 Wheaton College Pre-College  
 Worcester Polytechnic Institute Frontiers Program  
 Yale University Summer Exploration

<http://www.usna.edu/Admissions/Programs/NASS>  
<http://warren-wilson.edu/~arch>  
<http://summerexperiences.wustl.edu/>  
<http://www.samfoxschool.wustl.edu/summer/adp>  
<https://summer.wsu.edu/>  
<http://bpc.eecs.wsu.edu/cougarquest/>  
<http://summeradvantage.wsu.edu/>  
<https://wheatoncollege.edu/admission/pre-college-programs/>  
<http://summerprograms.vassar.edu/>  
<http://powerhouse.vassar.edu/>  
<https://precollege.wfu.edu/>  
<https://usma.edu/admissions/summer-program>  
<http://www.wvu.edu/ee/>  
<http://wheatoncollege.edu/summer-college/>  
<http://www.wpi.edu/academics/k12/frontiers.html>  
<http://summer.yale.edu/>

### ACADEMIC PROGRAMS (UNAFFILIATED)

Academic Study Associates  
 AIFS Summer Institute for the Gifted  
 Bill of Rights Institute’s Constitutional Academy  
 Camp BIOmed  
 Congressional Hispanic Caucus Institute  
 Data Analysis Academy  
 Education Unlimited  
 Experience America  
 Junior Statesman  
 Julian Krinsky Enrichment Program  
 National Youth Leadership Forum  
 Summer Discovery  
 Telluride Association  
 Washington Business Week

<http://www.summerfuel.com/>  
<http://www.giftedstudy.org/>  
<http://billofrightsinstitute.org/constitutional-academy/>  
<http://www.nwabr.org/campbiomed>  
[www.chci.org](http://www.chci.org)  
<https://dataanalysisacademy.org>  
<https://www.educationunlimited.com/>  
<https://www.expamerica.net/>  
<http://jsa.org/>  
<https://jkcp.com/programs/>  
<http://www.envisionexperience.com/>  
<http://www.summerdiscovery.com/>  
<http://www.tellurideassociation.org/>  
<http://www.wbw.org/>

### OUTDOOR PROGRAMS

ActionQuest  
 Cascade Mountain School  
 National Geographic Expeditions  
 Outward Bound  
 One World Now (OWN)  
 Rite of Passage/Journeys  
 Sail Caribbean  
 Sea-mester  
 Student Conservation Association  
 Summer Discovery  
 Summer at Dynamy  
 USDA Forest Service “Passport in Time” archaeology  
 Wild Earth Expeditions

<http://www.actionquest.com>  
<http://www.cascademountainschool.org/>  
<http://ngstudentexpeditions.com/>  
<http://www.outwardbound.org/>  
<http://oneworldnow.org>  
<http://riteofpassagejourneys.org/>  
[www.sailcaribbean.com](http://www.sailcaribbean.com)  
<http://www.seamester.com/>  
<https://www.thesca.org/serve/youth-programs>  
<http://www.summerdiscovery.com/>  
<http://www.dynamy.org/>  
<http://www.passportintime.com/>  
<https://www.wildearthexpeditions.com/>

## SERVICE LEARNING OPPORTUNITIES

American Cancer Society	<a href="http://www.cancer.org">www.cancer.org</a>
American Red Cross	<a href="https://www.redcross.org/volunteer/become-a-volunteer.html">https://www.redcross.org/volunteer/become-a-volunteer.html</a>
America's Second Harvest	<a href="http://www.secondharvest.org">www.secondharvest.org</a>
AMIGOS programs in Latin America	<a href="https://amigosinternational.org/">https://amigosinternational.org/</a>
Bureau of Land Management Volunteers	<a href="https://www.blm.gov/get-involved/volunteers">https://www.blm.gov/get-involved/volunteers</a>
Center for Wooden Boats	<a href="http://cwb.org/join-support/volunteer/">http://cwb.org/join-support/volunteer/</a>
Corporation for National and Community Service	<a href="http://www.volunteermatch.org">www.volunteermatch.org</a>
Department of Veterans' Affairs	<a href="http://www.va.gov/volunteer">www.va.gov/volunteer</a>
Earth Corps	<a href="http://www.earthcorps.org">www.earthcorps.org</a>
Habitat for Humanity	<a href="http://www.habitat.org">www.habitat.org</a>
Landmark Volunteers	<a href="http://orgs.tigweb.org/landmark-volunteers">http://orgs.tigweb.org/landmark-volunteers</a>
National 4-H Council	<a href="http://www.4-h.org/">http://www.4-h.org/</a>
National Literacy Directory	<a href="https://www.nationalliteracydirectory.org/">https://www.nationalliteracydirectory.org/</a>
Panim Works (for Jewish students)	<a href="https://www.guidestar.org/profile/52-1545520">https://www.guidestar.org/profile/52-1545520</a>
National Park Service	<a href="http://www.nps.gov/volunteer">www.nps.gov/volunteer</a>
Salvation Army	<a href="http://www.salvationarmyusa.org">www.salvationarmyusa.org</a>
Seattle-area volunteer website	<a href="http://www.seattle.gov/parks/volunteer/teen-service-learning">http://www.seattle.gov/parks/volunteer/teen-service-learning</a>
Special Olympics	<a href="http://www.specialolympics.org">www.specialolympics.org</a>
Student Conservation Association	<a href="http://www.thesca.org/community-programs?community=seattle-wa">http://www.thesca.org/community-programs?community=seattle-wa</a>
Teens in Public Service	<a href="http://teensinpublicservice.org/">http://teensinpublicservice.org/</a>
Transition Abroad	<a href="http://www.transitionsabroad.com/listings/work/volunteer/">www.transitionsabroad.com/listings/work/volunteer/</a>
US Fish and Wildlife	<a href="http://www.fws.gov/volunteers/volOpps.html">http://www.fws.gov/volunteers/volOpps.html</a>
Volunteer.gov	<a href="http://www.volunteer.gov">www.volunteer.gov</a>

## VOLUNTEER PROGRAMS: National Organizations

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

## STUDENTS OF COLOR & LOW-INCOME STUDENTS

Bill of Rights Institute's Constitutional Academy	<a href="http://billofrightsinstitute.org/?s=summer">http://billofrightsinstitute.org/?s=summer</a>
Bryant University Accounting Careers Leadership Institute	<a href="https://departments.bryant.edu/accounting/pwc-acl.htm">https://departments.bryant.edu/accounting/pwc-acl.htm</a>

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

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

Carnegie Mellon Summer for Math & Science	<a href="http://www.cmu.edu/enrollment/pre-college/">http://www.cmu.edu/enrollment/pre-college/</a>
Carleton College Liberal Arts Experience	<a href="http://apps.carleton.edu/summer/clae/">http://apps.carleton.edu/summer/clae/</a>
CDC Disease Detective Camp	<a href="http://www.cdc.gov/museum/camp/">http://www.cdc.gov/museum/camp/</a>
Clark Scholars at Texas Tech	<a href="http://www.clarkscholars.ttu.edu/">www.clarkscholars.ttu.edu/</a>
Clark University Summer Scholars Program	<a href="http://www.clarkscholars.ttu.edu/">http://www.clarkscholars.ttu.edu/</a>
College Horizons (for Native American students)	<a href="http://www.collegehorizons.org">www.collegehorizons.org</a>
Congressional Hispanic Caucus Institute	<a href="http://apply.chci.org/applications/login.asp">http://apply.chci.org/applications/login.asp</a>
EDGE Program for Girls (Engineering)	<a href="http://engineering.union.edu/edge/">http://engineering.union.edu/edge/</a>
Jackson Laboratory Summer Science Internship	<a href="http://education.jax.org/summerstudent/index.html">http://education.jax.org/summerstudent/index.html</a>
Minority Introduction to Engineering and Science	<a href="http://web.mit.edu/mites/">http://web.mit.edu/mites/</a>
National Student Leadership Conference	<a href="http://www.nslcleaders.org/">http://www.nslcleaders.org/</a>
Princeton University Summer Journalism Program	<a href="http://www.princeton.edu/sjp">www.princeton.edu/sjp</a>
Seattle University Summer Business Institute	<a href="https://www.seattleu.edu/albers/SBI/">https://www.seattleu.edu/albers/SBI/</a>
Smith College Summer Program for Girls	<a href="http://www.smith.edu/summerprograms">www.smith.edu/summerprograms</a>
Telluride Association (for African-American students)	<a href="http://www.tellurideassociation.org">www.tellurideassociation.org</a>
Wabash College Summer Program (business)	<a href="http://www.wabash.edu/olab/">http://www.wabash.edu/olab/</a>
UW Summer Program in Medicine	<a href="https://www.uwmedicine.org/search?s=volunteer">https://www.uwmedicine.org/search?s=volunteer</a>

## INTERNATIONAL & STUDY ABROAD PROGRAMS

Abbey Road	<a href="http://www.goabbeyroad.com/">http://www.goabbeyroad.com/</a>
AIFS	<a href="http://www.summeradvantage.com">www.summeradvantage.com</a>
AFS International	<a href="http://www.afs.org">www.afs.org</a>
American Community Schools	<a href="http://www.acs-schools.com/">http://www.acs-schools.com/</a>
American Collegiate Adventures	<a href="http://www.acasummer.com">www.acasummer.com</a>
Berridge Programs	<a href="http://www.berridgeprograms.com/">http://www.berridgeprograms.com/</a>
Bridges Study Abroad	<a href="http://studyabroad.bridge.edu/">http://studyabroad.bridge.edu/</a>
Broadreach	<a href="http://www.gobroadreach.com">www.gobroadreach.com</a>
Deer Hill Expeditions	<a href="http://www.deerhillexpeditions.com">www.deerhillexpeditions.com</a>
Educational Tours	<a href="http://www.eftours.com">www.eftours.com</a>
Experiment in International Living	<a href="http://www.experimentinternational.org/">http://www.experimentinternational.org/</a>
Global Works	<a href="https://www.globalworkstravel.com/">https://www.globalworkstravel.com/</a>
Go Beyond Travel	<a href="https://www.gobeyondtravel.com/">https://www.gobeyondtravel.com/</a>
Interlaken/Windsor Mountain	<a href="http://www.windsormountain.org">www.windsormountain.org</a>
ISSOS International	<a href="https://www.issos.com/">https://www.issos.com/</a>
Leysin American School	<a href="http://www.las.ch/summer">www.las.ch/summer</a>
McGill University	<a href="https://www.mcgill.ca/summeracademy/">https://www.mcgill.ca/summeracademy/</a>
National Geographic Student Expeditions	<a href="http://ngstudentexpeditions.com/">http://ngstudentexpeditions.com/</a>
National Hispanic Institute	<a href="https://www.nationalhispanicinstitute.org/">https://www.nationalhispanicinstitute.org/</a>
Overland	<a href="http://www.overlandsummers.com">www.overlandsummers.com</a>
Oxford Advanced Studies	<a href="http://www.oasp.ac.uk">www.oasp.ac.uk</a>
Oxbridge Academic	<a href="http://www.oxbridgeprograms.com/">http://www.oxbridgeprograms.com/</a>
Oxford Royale Academy	<a href="https://www.oxford-royale.co.uk/">https://www.oxford-royale.co.uk/</a>
Putney Student Travel	<a href="http://goputney.com/">http://goputney.com/</a>
Riveted Kids	<a href="https://rivetedkids.com/">https://rivetedkids.com/</a>
Rustic Pathways	<a href="http://rusticpathways.com/">http://rusticpathways.com/</a>
Spoletto Study Abroad	<a href="http://www.spoletostudyabroad.com">www.spoletostudyabroad.com</a>
SPI Study Abroad	<a href="https://www.spiabroad.com/program-overview">https://www.spiabroad.com/program-overview</a>
Studio Arts Center International	<a href="https://saci-florence.edu/">https://saci-florence.edu/</a>

Summer Discovery  
University of St. Andrews  
Visions Service Learning  
Where There Be Dragons  
Young Judea  
Youth for Understanding  
Weizman Institute-Israel

<http://www.discoveryinternships.com/>  
[www.st-andrews.ac.uk/study/non-degree/summer/programmes/](http://www.st-andrews.ac.uk/study/non-degree/summer/programmes/)  
<http://www.visionserviceadventures.com>  
[www.wheretherebedragons.com](http://www.wheretherebedragons.com)  
[www.youngjudea.org](http://www.youngjudea.org)  
<http://www.yfu.org/>  
<http://www.weizmann-usa.org/>

## SEARCH ENGINES FOR SUMMER PROGRAMS

College Wiki Summer Lists  
Pathways to Science  
Student Education Programs  
Summer Discovery  
Summer Programs Finder

<http://collegelists.pbworks.com>  
<http://www.pathwaystoscience.org/index.aspx>  
<http://www.studenteducationprograms.com/>  
[www.summerfun.com/](http://www.summerfun.com/)  
<http://summerprogramfinder.com/>



# Top Ten Places to Search for a Summer Job

Adapted from:  
[TeensHealth](#)

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](http://www.wildwaves.com)
  - Museums, zoos and aquariums
  - Airport concessions at SeaTac Airport: [www.airportjobs.org](http://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](http://www.uvillage.com)
  - Northgate Mall: [www.simon.com/mall/northgate-mall](http://www.simon.com/mall/northgate-mall)
  - Bellevue Square: <https://bellevuecollection.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  
My First Paycheck  
Intern jobs  
SnagAJob

<https://kidshealth.org/>  
<https://positiveplace.org/teens/>  
[www.myfirstpaycheck.com](http://www.myfirstpaycheck.com)  
[www.internjobs.com](http://www.internjobs.com)  
[www.snagajob.com](http://www.snagajob.com)

### Volunteering

City of Seattle Teen Volunteer website

Parent Map  
Volunteer Match  
United Way  
Volunteer.gov

<http://www.seattle.gov/services-and-information/volunteering-and-participating>  
<http://www.parentmap.com/article/volunteer-opportunities-for-kids>  
<http://www.volunteermatch.org/>  
<https://www.uwkc.org/volunteer/>  
[www.volunteer.gov](http://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:  
[TeensHeathl](#)

## 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 2019 minimum wage is \$12.00 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 (\$10.20 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](mailto:pppatch@email.com)

### Education

- University Prep, Seattle, Washington September 2015 – present  
 Anticipated Graduation, June 2019

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 2017 and 2018  
 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 2016 and 2017
- 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 1<sup>st</sup> 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 2<sup>nd</sup> team, Grade 9

### Additional Sports Activities

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

Danny Dahl  
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### **Academic Background**

University Prep, Seattle WA  
Anticipated Graduation: Spring 2018  
3.97 Student  
SAT EBWR – 690/ M – 670/  
ACT English – 29/ Read – 28/ Math – 30/ Science – 28/ Composite – 29  
AP Calculus 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 2019  
Art on display at Kaladi Bros Coffee, Seattle – fall 2018  
Painted Mural through City of Seattle – summer 2018  
Metro Billboard Art Contest Finalist – winter 2017

### **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 2016 to present  
Volunteer at Folklife Music Festival – 2 years  
Volunteer at Bumbershoot Festival – 3 years

**ANNA BETH AM**

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**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 (2018)  
Washington State High School Journalism camp, Central Washington University (2017)  
University of North Carolina Journalism Program (2016)