

San Diego Region Water / Wastewater Internship Program

Program Calendar 2010 – 2011

APPLICATION AND SELECTION

| Action | Responsible Parties | Dates (2010) |
|---|---------------------|------------------------------------|
| Application Submittal Deadline | Student | 6/24 |
| Review Applications and Select for Interview | Committee | 6/30 |
| Notify and Schedule Interviews | Committee | 7/5 |
| Interview Applicants (25-30) | Student/Committee | 7/19 - 22 |
| Registration begins for Water/Wastewater Technology Classes | Student | 7/12 (Palomar*) 7/12 (Cuyamaca) |
| Security background check and DMV records check | Committee | 7/30 – 8/5 |
| Select and Notify Applicants | Committee | 8/9 |
| Pre-Employment Screening | Student | 8/9 – 8/13 |

INTERNSHIP

| Action | Responsible Parties | Dates |
|---------------------------------|-------------------------------|-------------------|
| Orientation | Interns/SDCWA | 8/16 – 8/19 |
| Classes Begin | Interns/Colleges | 8/23 |
| First 8-week Career Experience | Interns/Member Agencies | 8/23 – 10/15 |
| Second 8-week Career Experience | Interns/Member Agencies | 10/25 – 12/13 |
| Winter Break | | |
| Third 8-week Career Experience | Interns/Member Agencies | 1/18 – 3/15, 2011 |
| Spring Break | | |
| Fourth 8-week Career Experience | Interns/Member Agencies | 3/28 – 5/20 |
| Career Seminar and Graduation | Interns/Member Agencies/SDCWA | 6/2 |

* Palomar Community College registration is preferential based on number of units a student has already completed.

PROGRAM REVIEW AND OUTREACH

| Action | Responsible Parties | Dates (2011) |
|---|------------------------|--------------|
| Mid-point Meeting | Mentors/Host Agencies | January |
| Committee Review | Committee | January |
| Update Supporting Docs (Ap, Website, Program, Handouts) | Administrator | March |
| Begin Accepting Applications | Administrator | March |
| Outreach | Agencies and Committee | March - June |
| Program Evaluation | Committee | June |