# Summer Scholar Program:
## Responses to Frequently Asked Questions

Below are answers to frequently asked questions about the Summer Scholar program.

## Overview of the Superintendent’s Summer Scholar Program

**Question:** What is the Superintendent’s Summer Scholar Program?

**Answer:** The Superintendent’s Summer Scholar Program is an internship program created by L.A. Unified Superintendent Michelle King to enable high school students to gain firsthand experience in career fields that interest them.

Students selected for the program work for six weeks in one of L.A. Unified’s diverse departments. For a description of participating departments, visit achieve.lausd.net/summerscholar and click on “About L.A. Unified Departments.”

Each Scholar is paired with an L.A. Unified supervisor in the department where they work. This supervisor gives assignments to the Scholar and provides ongoing guidance, oversight, and support.

In addition, all of the Summer Scholars come together on a weekly basis for professional development trainings. During these trainings, the Scholars learn a variety of professional skills, such as how to excel in job interviews and how to deliver great verbal presentations. At the end of the summer, students present a summary of what they have experienced and learned.

**Question:** How much is each Summer Scholar paid?

**Answer:** The 2017 Summer Scholars will be paid $10.50/hour for the hours they work in June 2017, and $12.00/hour for the hours they work in July 2017.

**Question:** Who is eligible to participate in the Superintendent’s Summer Scholar Program?

**Answer:** L.A. Unified students who are currently juniors in high school (Class of 2018) are eligible to participate in this program.

**Question:** When does this year’s Summer Scholar program start? When does it end?

**Answer:** The first day of the internship is June 19, 2017. The final day is six weeks later, on July 28, 2017.

**Question:** How many hours per week are Summer Scholars able to work?

**Answer:** Summer Scholars can work, on average, between 15 and 24 hours per week. The specific work schedule is determined by the supervisor and the Scholar.

**Question:** Where do Summer Scholars work?

**Answer:** The Scholar’s primary reporting location is the L.A. Unified central office building, located at 333 S. Beaudry, Los Angeles, CA 90017. However, the supervisor and Summer Scholar may organize trips to offsite locations (e.g., to a courthouse to observe a hearing), as part of the learning experience.
**Question:** How do Summer Scholars get to work each day?

**Answer:** Summer Scholars are responsible for getting themselves to work. For Summer Scholars who use public transportation, a Transit Access Pass (TAP) card will be provided, enabling those Scholars to access certain public transportation routes for free. For Summer Scholars who drive to work, free parking will be made available in a parking lot next to the L.A. Unified central office building. Please note that Summer Scholars who drive themselves will not be reimbursed for gasoline expenses.

**Question:** Why should I apply for the Summer Scholar program?

**Answer:** The many benefits of becoming a Summer Scholar include:

- The opportunity to gain firsthand experience in a career field that interests you
- More money in your pocket, bank account, or college savings account
- An impressive experience that you can add to your college applications
- The development of new professional and workplace skills
- An inside glimpse into how a $13 billion organization is run (L.A. Unified is the second largest employer in Los Angeles)
- The opportunity to contribute to projects that meaningfully impact students and schools
- And much, much more!

**Application Process**

**Question:** How do I apply to become a Summer Scholar?

**Answer:** Apply to become a Summer Scholar by visiting achieve.lausd.net/summerscholar and clicking on “Apply Now.” Then, complete each of the fields and click “Done.” You will receive a notification verifying that we have received your application.

**Question:** When is the application deadline?

**Answer:** The application deadline is Friday, May 5, 2017, at 11:59 p.m.

**Question:** How can I learn about the Summer Scholar experiences that are being offered?

**Answer:** Visit achieve.lausd.net/summerscholar and click “About L.A. Unified Departments.” This will provide a list of all of the L.A. Unified departments to which you can apply, as well as the types of tasks and assignments that Scholars will complete in each one.

**Question:** How many different departments (Summer Scholar experiences) can I apply for?

**Answer:** You can apply to up to three (3) L.A. Unified departments. To do this, after you submit one application, simply return to the achieve.lausd.net/summerscholar webpage, click on the “Apply Now” link, and fill out a new application, this time checking a different box for the question: “To which Summer Scholar experience are you applying?”

*Please note:* Each Summer Scholar is assigned to just one L.A. Unified department. Therefore, if you apply to two or three departments, you can ultimately be hired at only one of them. Also, if you submit more than three applications, only the first three that you submit will be considered.

**Question:** What is the application process and timeline?

**Answer:** Once applications are received, supervisors will review the applications and determine which candidates they would like to interview. Applicants who are selected will receive an invitation to participate in an in-person or phone interview during May 2017. By the end of May 2017, candidates will be notified whether they have been selected as a 2017 Summer Scholar.
**Question:** How many applicants will be selected as 2017 Summer Scholars?

**Answer:** For the 2017 Summer Scholar Program, each of the 15 participating L.A. Unified departments will select one applicant. Therefore, we anticipate that 15 applicants will be selected as 2017 Summer Scholars.

**Working at L.A. Unified**

**Question:** Are Summer Scholars considered L.A. Unified employees?

**Answer:** Yes. Summer Scholars are more than interns. They are actual L.A. Unified employees, with work badges that grant them special access to the Central office building. Also, they have L.A. Unified email addresses. And, like other employees, Summer Scholars are sent checks in the mail from L.A. Unified on a regular basis for the hours they have worked.

**Question:** What steps need to be taken in order to become an L.A. Unified employee?

**Answer:** Before Summer Scholars can begin employment with L.A. Unified, they need to complete a work application, as well as watch a video and complete an online quiz about building safety. Students who are selected as Summer Scholars will receive information and support about how to complete these steps and others so they are fully prepared to work on day one.

**Question:** Will there be an orientation?

**Answer:** Yes. Summer Scholars will attend an orientation in June 2017 before they begin their summer experience. During this orientation, Summer Scholars will get to know each other, as well as some of leaders of L.A. Unified; they will learn more about the Summer Scholar Program, including information on payroll and logistics; and they will participate in fun activities to help them learn more about the District and the building where they will work.

**Question:** Are Summer Scholars given time for lunch each day? Where do they eat?

**Answer:** Yes, Summer Scholars are given time to eat lunch each day. There are a number of places, including a cafeteria within the L.A. Unified Central Office building, where Summer Scholars can purchase lunches. In addition, Summer Scholars are welcome to bring their own lunches. In general, Summer Scholars pay for their own lunches. An exception is the weekly professional development sessions, when all of the Summer Scholars come together to learn new workplace skills; the District provides the lunches for these meetings.

**Additional Information**

**Question:** Where can I go for more information?

**Answer:** Information is available at achieve.lausd.net/summerscholar. If you still have questions, click on “Contact Us” and submit your question.