

H-2-O

High School to Occupation Handbook

**For those thinking about a career
straight out of high school**

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In the PDF format of this document, the blue links are active URL links—click on them, and they will take you straight to the web sites. Each green e-mail address will open an e-mail message with the appropriate address.

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Introduction - Thinking about the future

Secondary students have many opportunities available to them while considering their futures. The possibilities are almost limitless. Your future career is so important that we recommend that you include your parents, school counselor, principal, teachers, and friends when considering the options.

Remember that the classes you are taking now can benefit your future career. A diploma is an important step in your life with far-reaching consequences.

We hope this information will be of help for you. The material is updated by Lyn Shingledecker-Wheeler, a TCK (Third Culture Kid) herself, who works with post high school TCKs.

Most of the books included here can be found on <http://www.amazon.com>. If you have more questions, comments, or suggestions, please contact the Global TCK Care & Education office located on the International Linguistics Center in Dallas, TX.

Global TCK Care & Education
7500 W. Camp Wisdom Road
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E-mail: ched_intl@sil.org
Web site: <http://www.iched.org>

1. Transitioning to the US or your home country

A. Personal Data Sheets

These data sheets help students collect important information needed in the future. They can be found in the Appendix.

B. Transition Seminars

These seminars are usually for high school seniors and/or graduates returning from the field. Some exceptions can be made to include high school juniors.

1. US Seminars

- **Interaction:** <http://www.interactionintl.org>, e-mail: Office@interactionintl.org
- **Barnabas International:** <http://www.barnabas.org>, e-mail: barnabas@barnabas.org

2. Canadian Seminars

- **Canadian MK Network:** <http://www.canadianmk.net/>

3. European TCKs/Care/Seminars/Camps

- **Steve & Gill Bryant (WEC):** <http://www.eurotck.net> e-mail: [online contact form](#)
- **MK-Care Germany:** <http://www.mk-care.org>
- **MK-Focus Netherlands:** <http://www.mkfocus.nl/>
- **Missionärsbarn Träff (Sweden):** ledning@mbt.se (for ages 10 and above from Scandanavia, Denmark, Norway, and Sweden; held annually in the summer)

4. Korean MKs/Seminars/Camps

- **MKNest:** <http://www.mknest.org>
- **MKainos (Korean MKs in the US):** <https://www.facebook.com/mKainos>
- **World M'ry Koinonia (WMK):** <https://www.facebook.com/wmkministry>

C. Gap Year Resources (for those planning to take a year off before college)

- **Daraja: Gap Year semesters for TCKs -** <http://www.daraja.us/>
- **International Studies Abroad/Gap Year:** <http://studiesabroad.com/gap>
- **USA Gap Year Fairs & Programs:** <http://www.usagapyearfairs.org/programs>
- **American Gap:** <http://americangap.org/>

D. TCK Transition Helps

1. TCK Web Sites

- **Cultural Transplants:** <http://tckness.blogspot.com/>
- **Denizen Online Magazine** (for TCKs): <http://www.denizenmag.com/>
- **Global Nomads:** <http://www.gng.org>
- **Interaction:** <http://www.interactionintl.org>
- **International Family Transitions:** <http://www.internationalfamilytransitions.com/>
- **TCKid:** <http://tckid.com>
- **TCK World:** <http://www.tckworld.com>
- **Transition Dynamics:** <http://www.transitiondynamics.wordpress.com>

2. Publications

Among Worlds (magazine for TCKs), PO Box 490726, Lawrenceville, GA 30049-0013, (\$20 per year/\$25 for overseas) <http://www.interactionintl.org>, 1-678-469-5752.
Global TCK Care & Education, *Transitions Packet*, \$3.00 plus postage. E-mail: ched_intl@sil.org or download at <http://www.iched.org>.

E. TCK Host Homes (Places where TCKs can live after high school)

- **Compass Ministries** (local and regional retreats): Cindy Duff is the Executive Director. E-mail: cindy@compass-ministries.org or call 727-458-8104, <http://compass-ministries.org/>
- **Gatehouse Ministries:** 2211 College View Drive, Redding, CA 96003, 1-530-229-0900 (home), \$500 a semester (\$100 refundable) and five to seven hours of work per week (two hours outside the house). Scott & Marianna Studebaker are the new host parents as of June 1, 2016. E-mail is an **online form**, <http://gatehouseministries.org/>
- **Home Front Ministries:** 6125 E. Farm Road #152, Springfield, MO 65809, 1-417-886-4444 (office), 1-417-887-5381 (home), \$50/week.
Ron and Debi Canada – ccanada@juno.com
- **MKM** (M'ry Family Host Home): 2801 Cowpath Road, Hatfield, PA 19440, 1-215-368-0485. Margaret Rineer – Rick-Margaret.Rineer@aimint.net or MKM.Hatfield@aimint.net
- **MKM, Inc.** (Retreat place for TCKs): PO Box 9286, Cedar Pines Park, CA 92322, 1-909-338-4838, \$5 a night for retreats. Dale and Sharon Wisner – missionarykidsministries@gmail.com, <http://www.mkministries.net>
- **Paradise Mountain Ministries** (2 host homes): PO Box 635, Toccoa Falls, GA 30577, 1-706-886-3139. No charge for room & board/7 hrs. work/week. Carolyn Eckman (president emeritus), John and Susanna Gailer (host parents), Roy and Cathy English (host parents).
General e-mail: paradise@paradisemtn.org, <http://www.paradisemtn.org>

F. Helpful Books for TCKs

- Andrews, Leslie (Editor), *Family in Mission*, Mission Training International, 2004.
- Austin, Clyde N. (Editor), *Cross-Cultural Reentry: A Book of Readings*, Abilene Christian University, 1986.
- Bell, Linda, *Hidden Immigrants: Legacies of Growing Up Abroad*, Cross Cultural Publications, Inc., 1997.
- Bell-Villada, Gene; Sichel, Nina; Eidse, Faith; Orr, Elaine Neil, *Writing Out of Limbo: International Childhoods, Global Nomads, and Third Culture Kids*, Cambridge Scholars Publishing, 2012.
- Gordon, Alma Daughterty, *Don't Pig Out on Junk Food...*, 1993.
- Harrison, Dan, *Strongest in the Broken Places*, InterVarsity Press, 1990.
- Hess, Melissa; Linderman, Patricia, *The Expert Expatriate: Your Guide to Successful Relocation Abroad*, Intercultural Press, 2002.
- Jordan, Peter, *Re-Entry: Making the Transition...*, YWAM Publishing, 1992.
- Kerr, Andy & Deborah, *You Know You're an MK When...*, Watermelon World Publishing, 1997/1999.
- Knell, Marion, *Burn Up or Splash Down: Surviving the Culture Shock of Re-entry*, Authentic, 2007.
- Miller, Susan, *After the Boxes are Unpacked: Moving on After Moving In*, Focus on the Family Publishing, 1998.
- Miller, Susan, *But Mom, I Don't Want to Move!: Easing the Impact of Moving Your Children*, Focus on the Family Publishing, 2004.
- O'Shaghnessy, Christopher, *Arrivals, Departures, and the Adventures In-Between*, Summertime Publishing, 2014.
- Ota, Douglas W., *Safe Passage*, Summertime Publishing, 2014.
- Pollock, David C.; Van Reken, Ruth E., *Third Culture Kids: Growing Up Among Worlds*, Intercultural Press, 2009.
- Roman, Beverly, *Footsteps Around the World: Relocation Tips for Teens*, Br. Anchor Publishing, 2005.
- Sand-Hart, Heidi, *Home Keeps Moving*, McDougal Publishing Company, 2010.
- Sanford, Timothy, L., *I Have to Be Perfect*, Llama Press, 1998.
- Smith, Carolyn D., *Strangers At Home*, Aletheia Publications, 1996.
- Storti, Craig, *The Art of Coming Home*, Intercultural Press, Inc., 1997.
- Ulstein, Stefan, *Growing Up Fundamentalist: Journeys in Legalism and Grace*, InterVarsity Press, 1995.
- Van Reken, Ruth E., *Letters I Never Wrote*, (also titled *Letters Never Sent*), Darwell Press, 1985.
- Young, Amy, *Looming Transitions, Starting and Finishing Well in Cross-Cultural Service*, Create Space Independent Publishing Platform, 2016.

G. GED (General Education Development)

Should you not graduate from your present school, the GED test can be used as a diploma equivalent for secondary school in the US. There are three sections in the 2014 GED test, and it is seven and a half hours long. The three sections are Reasoning through Language Arts, Mathematical Reasoning, and Social Studies. The tests can be taken one at a time. A student must pass all tests in order to receive a secondary school diploma. The cost is \$120 although discounts may be available. The tests are available in English, Spanish, and Braille. There are 3,400 testing centers worldwide. Contact information: <http://www.gedtestingservice.com/ged-testing-service>, e-mail: help@GEDtestingservice.com, or phone: 1-877-392-6433.

2. Preparing for a career

A. Career Guidance/Assessments

Taking a career assessment may be beneficial for students who are evaluating their interests, skills, and future career options. If there is a guidance counselor at your school, contact him/her to see what options are available. It can be very helpful to go over the results of any assessment with a guidance counselor or someone trained in giving these types of assessments to see how you can use the results and what your next step should be in pursuing education or a career. There are also alternatives mentioned below that you can do yourself online or by ordering workbooks to do independently.

- **ASVAB** (Armed Services Vocational Aptitude Battery): <http://www.asvabprogram.com>
- **Career Direct Guidance System** (Larry Burkett): <http://www.careerdirectonline.org/> (\$80 for online assessment)
- **The Career Key**: <http://www.careerkey.org/>
- **Finding Your Fit: Dare to Act on God's Design for You** (for teens), Kise, Jane & Johnson, Kevin, Bethany House, 1998. (price varies)
- **Flag Page**: <http://www.flagpagetest.com> (\$24.99 for online assessment)
- **Highlands Program**: <http://www.highlandscs.com/> (price varies based on provider of the exam)
- **John Holland's SDS** (Self-Directed Search): <http://www.self-directed-search.com> (\$9.95 online and uses Holland codes; report e-mailed back to you.)
- **Keirse Character Sorter/Temperament Sorter**: <http://www.keirse.com/>
(It requires a log-in with e-mail address to take the assessment.)
- **Life Keys: Discover Who You Are**, Kise, Jane; Stark, David; Krebs Hirsh, Sandra; Bethany House, 2005. (price varies)
- **Personality Pathways**: <http://www.personalitypathways.com/>
- **Personality Types**: <http://www.personalitytype.com> (a short Myers-Briggs version)
- **VARK-Learn**: <http://www.VARK-learn.com> (survey for different learning & study styles)
- **What Color is Your Parachute?** (online): <http://www.jobhuntersbible.com> (has many links)
(book version updated periodically by Richard Bolles)

Helpful Books about Career Selection:

DK, *Careers: The Graphic Guide to Finding the Perfect Job for You*, DK Children, 2015.
Hutchenson, Don; McDonald, Bob, *Don't Waste Your Talent: The 8 Critical Steps to Discovering What You Do Best*, The Highlands Company, 2005.
Schwaiger, John, *In Search Of a Good Fit*, John Schwaiger, 2nd Edition, 2013.
Tieger, Paul; Barron-Tieger, Barbara, *Do What You Are: Discover the Perfect Career for You Through the Secrets of Personality Type*, Little, Brown, & Co., Boston, 5th revised edition, 2014.
Tullier, Michelle, *The Unofficial Guide to Landing a Job*, Wiley, 2005.

Resources for Students with Learning Disabilities

Publications from the US Government (downloadable PDF), *Essential Skills to Getting a Job: What Young People with Disabilities Need to Know*, <http://publications.usa.gov/>
Reiff, Henry B., *Self-Advocacy Skills for Students with Learning Disabilities: Making It Happen in College and Beyond*, Dude Publishing/National Professional Resources, 2007.

B. Listing of Possible Occupations

Clerical

Administrative Assistant
Bank teller
Bookkeeping, accounting,
and auditing clerk
Cashier
Clerical worker/supervisor/manager
File clerk
Hotel/motel desk clerk
Receptionist
Stock clerk
Typist, word processor,
and data entry keyer

Construction/building repairs

Bricklayer and stonemason
Carpenter
Carpet installer
Drywall lather and worker
Electrician
Heating, air conditioning, and
refrigeration technician
Painter and paperhanger
Pest controller
Plumber

Computers

Computer operator
Computer repairs
Data entry operator

Education

Bus driver
Front office clerk
Janitor
Preschool teacher and child-care worker
School cafeteria worker
Teacher's aide

Electronics

Electronic equipment repairer

- commercial and industrial
- communications
- office machines
- home entertainment

Telephone/Cable installer and repairer
Security and satellite systems installer

(cont.)

Healthcare

Home health care aide
Medical Secretary
Nurses Aide/Orderly
Pharmacy Tech
Respiratory Tech
Substance Abuse Counselor

Mechanical

Aircraft mechanics, including
engine specialists
Automotive body repairer
Automotive mechanic
General maintenance mechanic
Industrial machinery repairer
Machinist and tool programmer
Metalworking and plastics-working
machine operator
Tool and die maker
Welders, cutters, and welding
machine operators

Military (see page 12)

Musical

Musical instrument repairer and tuner
Musician

Sales

Counter and rental clerk
Insurance agent
Manufacturers' and wholesale sales'
representative
Real estate agent, broker, and appraiser
Retail sales worker/supervisor/manager
Securities and financial services sales
representative
Services sales representative

Services

Carrier/driver/handler (i.e., for UPS/FedEx)
Chef, cook, and other kitchen workers
Cosmetologist/hairdresser
Farm hand
Firefighter
Fitness Trainer
Food and beverage service occupations
Janitor/Janitor supervisor
Landscape, groundskeeper, nursery,
greenhouse, and lawn service occupation
Law enforcement (some college or military
background usually preferred)
Locksmith
Paralegal assistant
Printshop worker-bindery, prepress
worker, or printing press operator
Photographer
Receptionist
Secretary
Security guard
Upholsterer
US postal worker: carrier, package handler,
truck driver
Vending machine servicer and repairer
Veterinary assistant and
non-farm animal caretaker
Waiter/waitress

Transportation

Air traffic controller
Baggage handler
Bus driver
Flight attendant
Pilot
Rail transportation occupations
Taxi driver and chauffeur
Ticket agent
Travel agent
Truck driver

C. Job Search Web Sites

General:

Career Builder: <http://www.careerbuilder.com>

Career One Stop: <https://www.careeronestop.org/>

Careers (Resources, Guide, Online Education & Degree Dictionary): <http://www.careers.org/>

Monster: <http://www.monster.com>

Indeed: <http://www.indeed.com>

All Job Search: <http://www.alljobsearch.com>

Job Hunt: <http://www.job-hunt.org>

Jobs Net: <http://www.jobs.net>

Employment Guide: <http://www.employmentguide.com> (links to job fairs)

My Future: <http://www.myfuture.com/>

Simply Hired: <http://www.simplyhired.com/>

Jobs in the USA:

Best Jobs USA: <http://www.bestjobsusa.com>

Federal Government Jobs: <http://federalgovernmentjobs.us/>

US Jobs: <http://us.jobs/>

Job Search Internationally:

Jobs Online: <http://www.jobsonline.net>

Jobs City: <http://www.jobscity.net> (choose an international city for job search)

UpWork (free lance jobs): <https://www.upwork.com/>

Career-Specific Jobs:

Snag A Job: <http://www.snagajob.com> (hourly employment)

Peace Corps: <http://www.peacecorps.gov/index.cfm>

US Government: <http://www.statelocalgov.net/> (local & state gov't)
<https://www.usajobs.gov/>

D. Resources for Employment

There is a listing of booklets/pamphlets available through the U.S. Federal Government out of Pueblo, CO: <http://publications.usa.gov/>. Some of the booklets have a fee to order them; however, they are available online in PDF format for free if you open them up. The titles under *Employment* include:

- *Apprenticeships: Earn While You Learn*
- *High Wages after High School Without a Bachelor's Degree*
- *Résumés, Applications, and Cover Letters*
- *Informational Interviewing: Get the Inside Scoop on Careers*
- *Interviewing: Seizing the Opportunity and the Job*
- *Employment Matchmakers: Pairing People and Work*
- *Working Abroad: Finding International Internships and Entry-Level Jobs*

E. Creating a Résumé

1. Name
2. Permanent Address
3. Telephone Number
4. Job Sought/Primary Objective
5. Education (starting with most recent)
 - Dates attended
 - Degrees or grades earned
 - School name & address
 - Awards received & positions held
6. Experience (starting with the most recent)
 - Dates worked
 - Employer's/Supervisor's names/addresses
 - Job description
7. References (usually on a separate sheet)
8. Personal or Skills (optional)
 - Physical description
 - Motivation for job
 - Ability to work with people
 - Languages spoken
 - Typing ability

Suggestions for writing a good résumé:

- Computerize it!
- Use correct grammar, spelling, and punctuation.
- Be concise.
- Include as much information as will comfortably fit on one page.
- Have someone else proofread it.

F. Cover Letters

Writing a good cover letter to go with your resume is essential! Here are some helpful tips:

- Use good grammar and spelling.
- Address it specifically to the person who can hire you and spell his or her name correctly!
- Write it in your own words instead of trying to make it sound like something you copied.
- Research the job position and company so you know what it does and sound interested.
- Use terminology from the industry/company to which you are applying that will help your letter stand out to them.
- Know the requirements of the job and how you fit them. This can be used in the cover letter and in your interview.

G. Interviewing

Interview Recommendations:

- Do your homework before going to the interview (research the company, news articles, ask about the company, etc.).
- Make a good first impression – be polite, smile, and greet reception staff when checking in for the interview.
- Watch your body language – eye contact, facial expressions, hand shakes, and posture will affect how you are perceived by the interviewer. (cont.)

- Smile!
- Making eye contact with the interviewer can establish rapport for the rest of your interview.
- Look for ways to establish a connection with your interviewer and take cues from questions that they ask you as to where you should focus follow-up questions.
- Come prepared – know your strengths and weaknesses, describe challenges and how you have addressed them, and prepare interesting questions to ask.
- Be yourself – interact in a way that is honest and genuine without sounding too rehearsed.
- Be positive – even if you don't get this job, request feedback on what you might have done better. A good impression can create opportunities if there is a future job opening.

Dress for Success when Interviewing:

- Dress code – check to see if the job you are interviewing for has a dress code and use that standard when going for the interview.
- When in doubt – dress conservatively!
- Dress up! – Dress for a position two levels higher than the one for which you are interviewing.
- Wear dark or neutral colors.
- Make sure clothes are well-fitting, clean, and wrinkle-free.
- Attention to detail – polish your shoes, trim loose threads, etc.
- Impressions can be made without saying a word!

H. Vocational or Technical Training

- Special training for specialized professions, e.g., computers
- Vocational programs to teach needed skills for specific careers such as hairdressing, auto mechanics, and midwifery
- Varied lengths of time for completion (1–2 years)
- Examples: **College Surfing:** <http://www.collegesurfing.com/>
Computer Training Schools: <http://www.computertrainingschools.com>
DeVry University: <http://www.devry.edu>
Texas State Technical College: <http://www.tstc.edu>
Canadian Career Colleges: <http://www.career-college.com/> or
<http://careercollegescanada.org/en/>
Allied Health Schools: <http://www.alliedhealthschools.com>
Dice: <http://www.dice.com> (job search for technology professionals)

Trade School

The Williamson Free School of Mechanical Trade, a three-year post high school institution where “students learn a trade, study a variety of general education courses, and gain practical experience through hands-on training.” Students only pay for personal tools and a few fees.
 106 South New Middletown Road, Media, PA 19063, 1-610-566-1776,
<http://www.williamson.edu>, jmerillat@williamsonschool.org.

I. Community Colleges

Community colleges offer career courses ranging from accounting to welding. They are much less expensive than private institutions, and you usually can earn an Associate of Arts degree in two years. Currently, 88 public community colleges and 58 independent colleges also award **bachelor's degrees**. Most community colleges are designed for commuters or off-campus residents. The average annual tuition and fees are around \$3,430/year, a significant savings over many 4-year universities.

It is important to “establish residency” which allows you to receive the lower tuition and fees that are offered to “in-state” students. Residency can usually be established on the basis of one or a combination of the following factors:

1. Parental voter registration in a state
2. Driver's license held by a student or parent from a particular state
3. Motor vehicle registration
4. Property ownership in a state
5. Property or income tax paid in a state

A letter written by your parents' Human Resources Director concerning eligibility for state residency can be very helpful. See the sample letter on the following page (13).

3. Military options

Selective Service Application

All male citizens of the United States are required to register with the Selective Service when they turn 18. Forms are found at any US post office, embassy, or consulate. Registration can also be done online at <http://www.sss.gov>.

Web Sites about the US Military

US Army <http://www.goarmy.com>
US Navy <http://www.navy.com/careers>
US Air Force <http://www.airforce.com>
US Marine Corps <http://www.marines.com>
US Coast Guard <http://www.uscg.mil>

Sample Letter to Petition State Residency

ATTN: Office of Admissions
Mountain Valley Community College
123 Sam Houston Road
Collegetown, TX 75123

March 12, 20__

Dear Office of Admissions:

I am writing on behalf of Mr. & Mrs. *Joe Doe*, who are members of SIL International. Their *son/daughter*, _____, is making application to your school and plans to begin in the fall of 20__. As their HR Director, I am writing to petition state residency for Mr. & Mrs. *Doe's son/daughter* on their behalf.

Due to the nature of our organization's primary task, many of our members are assigned to overseas locations to serve for a given time period. Mr. & Mrs. *Doe* are serving in _____. When they return to the US on furlough, they reside in *Texas*. They (*use as many of the following criteria as possible*)

- *Own a home in Texas and pay property taxes*
- *Have Texas driver's licenses or motor vehicle registration*
- *Are registered to vote in Texas*
- *Pay state income tax (if that applies in your state)*

We appreciate your kind attention to this matter and consideration for state residency status for _____ (*student's name*). If you have any further questions, contact me by e-mail at ***michael_hearsay@sil.org***.

Sincerely,

Michael Hearsay
Human Resources Director for _____ (*country*)
SIL International

Italics represent items that need to be personalized.

4. Apprentice & Internships

A. Apprenticeships

An apprentice is someone who learns a job or skill by working with someone who is proficient in that skill/job for a certain period of time with a focus on trade or vocational professions. Through on-the-job experience, the apprentice can learn the skills and gain proficiency to pursue a job in that field. An apprentice may also agree to continue to work for their employer after the training is complete. For more information, check out the following links:

Apprenticeships in the US:

Career One Stop:

<http://www.careeronestop.org/EducationTraining/Find/ApprenticeshipOffices.aspx>

Apprenticeships by State: <http://www.doleta.gov/OA/sainformation.cfm>

Careers with Apprenticeships: <http://www.mynextmove.org/find/apprenticeship>

US Dept. of Labor – Apprenticeships: <http://www.dol.gov/dol/topic/training/apprenticeship.htm>

Apprenticeship USA: <http://www.apprenticeship-usa.com/>

Career Jet: <http://www.careerjet.com/apprenticeship-jobs.html>

Apprenticeships in Canada:

Careers in Trade: <http://www.apprenticetrades.ca/>

Support for Apprentices:

<https://www.canada.ca/en/employment-social-development/services/apprentices.html>

Apprenticeship in Canada:

http://caf-fca.org/index.php?page=apprenticeship-in-canada&hl=en_CA

Apprenticeships in the UK:

Become an Apprentice: <https://www.gov.uk/apprenticeships-guide>

UK Apprenticeships: <http://atgaprenticeships.com/>

Apprenticeships in Australia:

Australian Apprenticeships: <http://www.australianapprenticeships.gov.au/>

Australian Apprenticeships & Traineeships: <http://www.aatinfo.com.au/Home>

B. Internships

Internships are a method of job training and gaining experience usually for white-collar jobs/professional careers. While interns are usually college students, internships can also be good experience for high school students/graduates and post-college graduate adults. There are both paid and unpaid internships, and they are contracted for a certain period of time. For more information and to look at options, look at the links on the following page.

Internships in the US:

US Dept. of State Internships: <http://careers.state.gov/students/>

Internship Programs in the US:

<http://www.goabroad.com/intern-abroad/search/united-states/internships-abroad-1>

Internships.com: <http://www.internships.com>

Internships Match/Jobs/Paid Internships: <http://www.internmatch.com/>

Intern Queen: <http://www.internqueen.com/>

College Student's Guide to Internships: <http://www.internshipfinder.com/>

Monster College – Internships: <http://college.monster.com/education>

Summer Internships: <http://www.summerinternships.com/>

Internships in Canada:

Canadian Internship Programs: <http://www.canadiancareers.com/internships.html>

Internships in the UK:

Internships in the UK: <http://www.internship-uk.com/>

Internships in London & the UK: <http://www.internwise.co.uk/>

Internships in Australia:

Intern Group: <https://www.theinterngroup.com/australia/>

Internships in Australia: <http://www.internships.com.au/>

World Internships in Australia: <https://www.worldinternships.org/australia/>

5. Other Short-Term Options

As you contemplate the options for your future, sometimes a short-term option can help in the process of figuring out what you want to do long-term. Here are a few places to check out as you identify your skills and passion to focus on what you want to do.

Youth With a Mission: YWAM's Discipleship Training Schools are a 5-6 month commitment in a variety of locations where you are both trained and serve in a practical way. For more information, check out their web site at <https://www.ywam.org/dts/>.

Peace Corps (US Program): The Peace Corps has two different shorter term options for volunteers. There are 3-12 month commitments for people over age 18 as well as their regular 2-year program. You receive training as well as the opportunity to invest in local communities where you both live and work: <https://www.peacecorps.gov/>.

Torchbearers: A short-term Bible School options that can last from 6 weeks to 12 months. There are currently 25 Torchbearers programs in 20 countries worldwide: <http://www.torchbearers.org/>.

Appendix

(NOTE: Students need to have this information before leaving home and **guard it carefully**. Keep a copy with parents.)

Personal Data Sheet I

Your Full Name:

Blood type:

Date of Birth:

Selective service #:

Place of Birth (city, state, country):

(US Males only—see p. 14)

Social Security #:

Date and place of baptism:

Passport #:

Names and numbers of credit cards:

Driver's License #:

Location of your birth certificate:

Location of your secondary school records:

I.D. of country where resident:

List schools attended. Begin with grammar schools, giving dates attended, addresses, special activities or courses of study, and any special awards won or degrees earned.

1.

2.

3.

4.

5.

Childhood diseases you have had (give dates):

Vaccination records (be sure to have your yellow official health record—International Certificate of Vaccination):

As babies (yes/no): DPT _____ Polio _____ MMR _____ Measles Booster _____

Diphtheria/Tetanus (every decade) _____

Typhoid and Yellow Fever (depending on country where living) _____

Hepatitis A and B _____

Your present address and telephone number:

Permanent address:

Address and phone # of person to notify in case of emergency:

Personal Data Sheet II (Guard this information carefully.)

Employment: For each job, list the name of the company, name of supervisor, address, dates worked, salary, responsibilities, and reasons you left.

1.

2.

3.

4.

Parents:

Father's full name:

Father's Social Security # (last four):

Date and place of birth:

Date and place of marriage:

Mother's maiden name:

Date and place of birth:

Mother's Social Security # (last four):

Parents' approximate annual income:

Diseases known to run in the family (such as diabetes, heart disease, cancer, etc.)

Names and addresses of people who know you well enough to write a recommendation for WORK:

1.

2.

3.

...for a REFERENCE for CHARACTER:

1.

2.

3.

...for a REFERENCE related to SPIRITUAL MATURITY:

1.

2.

3.

Hobbies, Interests, and Special Abilities: