



## Trails Intern Program (TIP)

The **Trails Intern Program (TIP)** is a hands-on internship training program designed for recent graduates of the Trails program (ages 16–21). It provides alumni with opportunities to explore career paths, develop workforce skills, and contribute to the Trails community through structured mentorship, coaching, and hands-on experience.

Unlike traditional academic programs, TIP does not offer credits but focuses on practical skill development, professional mentorship, and goal setting. Interns receive frequent feedback and coaching to ensure continuous growth in their roles. The goal is to prepare each intern for job readiness and help them leverage their experience at Trails for future employment.

### *Program Structure & Career Pathways*

Interns can gain experience in three distinct areas:

*(Details for each program are located at the end of the document)*

- **Facilitator-in-Training (FIT)**
  - Level 1
  - Level 2 (Includes Tripper Subset)
- **Kitchen Assistant**
  - Level 1
  - Level 2
- **Facilities Assistant**
  - Level 1

### *Additional Support*

TIP is paired with the Alumni in Mentorship (AIM) program, which provides:

- Resume and LinkedIn profile development
- Access to the Trails Bursary, which funds post-secondary education including university, college, trades, or micro-credentials

### *Mentorship & Feedback Structure*

- Interns receive feedback during debriefs at the end of each session



- Additional coaching and evaluation take place during staff training and professional development days
- Interns shadow senior staff before leading activities independently
- By mid-contract, interns will be expected to lead an independent activity and receive structured feedback from the supervisor

### *Eligibility & Application Process*

#### **Who can apply?:**

- Recent graduates of the 4-year Trails program, ages 16–21
- Older alumni may apply if they do not yet have relevant experience in their desired role

The Trails Intern Program is a meaningful opportunity for alumni to gain valuable work experience, receive mentorship, develop leadership skills, and give back to the Trails community.

#### **Application Timeline:**

The internship application process begins in February each year, with the goal of interviewing and selecting candidates for available positions.

- **February:** Applications open, and interviews are conducted for summer and/or weekend internship opportunities.
- **Summer Internships:** Successful candidates from the February interviews begin their roles.
- **Weekend Internships:** Priority is given to summer interns who wish to continue. If spots remain, waitlisted candidates from the February interviews will be contacted to fill available positions.

#### **How to Apply:**

- Submit a resume and cover letter to [opportunities@trails.ca](mailto:opportunities@trails.ca)
- Applicants will be interviewed virtually with a standardized set of questions