



## CAREERS

### CAREERS AWARD OF EXCELLENCE IN INTERNSHIPS Student Nomination Information

The CAREERS Awards of Excellence in Internships recognize the promising students and outstanding mentors who are contributing value to Alberta's most in-demand industries.

The student receiving this award is also eligible for a \$500 scholarship\*.

\*Student recipients must be able to provide proof of registration in an approved post-secondary training program to receive the scholarship funds.

If you know a student who has shown outstanding effort and achievement during their internship, please consider nominating them for this award.

Please note: If you would like to nominate a mentor in addition to an intern, you must complete the Award of Excellence in Internships – Mentor nomination form.

Nominating both a mentor and a student intern/apprentice is encouraged, but not required.

#### Student in Skilled Trades Selection Criteria:

- Student participated in a CAREERS internship, the Registered Apprenticeship Program (RAP) or CAREERS Dual Credit Program this year.
- Nominator must obtain the consent of the nominee prior to submission.
- Nominator must illustrate how the internship impacted and/or benefited the organization and/or speak to the goals of RAP or dual credit (if applicable).

#### Key attributes of an outstanding student include:

- Enthusiasm – acts as an organized, responsible, and energetic team player willing to commit to the tasks and activities related to the internship role.
- Professionalism – demonstrates employability skills that reflected the work environment in terms of cooperativeness, initiative, and reliability.
- Active learner – listens attentively to direction, following instructions to and completing tasks assigned by their supervisors, to enhance workplace skills.
- Engaged – incorporates the learning outcomes of the internship to help define their individual career pathway.
- Safety - serves as a safe role model in work surroundings, demonstrates respect for and complies with safety guidelines, attends safety meetings and respects hazard materials/equipment, and if applicable, has achieved minimum safety training credentials (i.e. First Aide, WHMIS, or Fall Arrest).
- Employability Skills Demonstration – demonstrates increased awareness and application of the [Conference Board of Canada's employability skills](#) profile of foundational skills, personal management skills, and team skills.



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## Application Process

To submit an eligible nomination, you must provide information that meets the criteria outlined above. Mentor nomination submissions can be submitted through our online form found at [www.careersnextgen.ca/awards](http://www.careersnextgen.ca/awards). It is encouraged that you also include a photo of the nominee is also encouraged.

## Selection Committee

A three-person external selection committee will be appointed by CAREERS to review applications and recommend one (3) award recipients each year.

## Questions or Comments

CAREERS Head Office, 18256-102 Ave NW, Edmonton, AB T5S 1S7 Phone: 780-426-3414 Toll free: 1-888-757-7172 [www.careersnextgen.ca](http://www.careersnextgen.ca)

## Purpose

CAREERS: The Next Generation and its industry partners create opportunities for motivated high school students to exercise their interest in high-demand occupations. An outstanding mentor helps these students explore the skills needed today, while inspiring the opportunities of tomorrow.

CAREERS' internships create two opportunities for recognition:

- Motivated high school students who choose to manifest their interest, enthusiasm, and ambition towards a career pathway through work integrated learning.
- Professional mentors who are knowledgeable, enthusiastic about their career, and who demonstrate excellent mentorship traits with student interns.

The CAREERS Award of Excellence was established to recognize the outstanding mentors and promising high school students who are pursuing and contributing to the dynamic fields within Alberta's most in-demand industries.

Having a good mentor, a good placement, and developing Alberta's youth are instrumental in achieving our mutual goals:

- Increase awareness of in-demand occupations.
- Build employability and marketability skills in youth.
- To grow a future skilled worker talent pool in Alberta.

If you have witnessed or worked with a great mentor or a promising student you feel that should be recognized for their contributions to the skilled trades, please nominate them online at [www.careersnextgen.ca/awards](http://www.careersnextgen.ca/awards).