

OVERVIEW

The **Office of Food and Nutrition Services** is inviting Career and Technical Education certified schools in **all food-related concentrations** to join our Career and Technical Education Summer Internship Program. Interns will shadow an O.F.N.S. Manager and assist with daily O.F.N.S. operational tasks for the Summer Meals Program of 2022.

We will be selecting **10 C.T.E. Interns**, (two for each borough,) by lottery. The interns will learn the following competencies: Food Service Management, Summer Feeding Program Meal Service, Accountability and Nutritional Standards and a host of other items related to the culinary vocation.

The primary goal is that the student leaves the program with a higher degree of knowledge towards their pursuit in the food industry.

INTERNSHIP PROGRAM DETAILS

Employment Dates: Tuesday, July 5, 2022 – Friday, August 26, 2022.

Monday – Friday 7:30 a.m. – 1:30 p.m. (30 minutes for Lunch)

Interns are paid \$15.00 per/hr by O.F.N.S. for 5.5 hours.

All candidates must be currently enrolled in either grades 9th thru 12th. C.T.E. Interns that remain in good standing with O.F.N.S may be employed every summer until graduation.

O.F.N.S. SUPPORT

C.T.E. Interns will receive site visits, in addition to phone support if they have any questions or concerns. Manuals and uniforms will be provided and if travel is required, interns may receive a Metro-card for travel to and from work “only.”

SUBMISSION & SELECTION PROCESS

C.T.E. Intern submission process begins Tuesday, March 8, 2022 thru Friday, April 1, 2022.

To be eligible for an interview, the student must e-mail a reference letter from a Teacher, Guidance Counselor, Principal or Assistant Principal from a C.T.E. certified school (on official school letterhead) with the applicants name, age, grade, home address, e-mail address and phone number(s), to Mr. Marc Mills at mmills@schools.nyc.gov

Candidate notification for interviews will be done shortly after lottery selection concludes and the C.T.E. candidate will be notified of interview by mail in early April.

CONTACT INFORMATION

Any questions or concerns regarding the C.T.E. Internship program, you can inquire with Mr. Marc Mills at the e-mail address above or call **718-707-4383** or contact Ms. Carmella Christian at christian2@schools.nyc.gov or call **718-707-4387**.

