



Bright Solar Futures

Summer 2020 Internship Host Packet

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Joe Wilson, *Solar Training Fellow*

Philadelphia Energy Authority

Phone: 314-583-5829

jwilson@philaenergy.org





City leadership and Bright Solar Futures partners announce PEA's selection for U.S. Department of Energy Award. (Credit: Philadelphia City Council)

Background

The [Philadelphia Energy Authority](#) (PEA) is an independent municipal authority created in 2010 to advance clean and affordable energy goals for the City. PEA's \$1 billion [Philadelphia Energy Campaign](#), launched in 2016 with the leadership of City Council President Darrell Clarke, will create 10,000 jobs by 2026 through the implementation of clean energy and energy efficiency projects. PEA is committed to preparing Philadelphia's young people to fill these new positions. PEA partnered with the School District of Philadelphia (SDP) to start training high school students for solar jobs in 2017. PEA delivered introductory solar training to 70 students in partnership with Solar States, the Energy Coordinating Agency, F.A.V.O.R., and the Philadelphia Education Fund between 2017 and 2019. PEA placed 20 of the successful trainees into paid internships in the clean energy sector.

In October 2018, PEA was selected for a \$1.25 million award from the U.S. Department of Energy to establish Pennsylvania's first Solar Energy Career and Technical Education (CTE) program. The new Solar Energy CTE Program will launch at Frankford High School in Fall 2020 and is the first of its kind in the country. Ahead of this launch, PEA is continuing to offer the introductory training to a cohort of high school CTE students from Randolph, Mastbaum, Dobbins, Swenson, and Edison High Schools.

PEA has developed a parallel training pathway for Opportunity Youth in partnership with [PowerCorpsPHL](#) as a fellowship opportunity for young adults who have successfully completed the PowerCorpsPHL Foundations program. Opportunity Youth are young adults age 18 – 30 who are not in school and experiencing un- or under-employment. The PowerCorpsPHL Solar Fellowship prepares PowerCorpsPHL members for jobs in the solar industry. The Fellowship is a 680-hour workforce development program, making it the most robust solar curriculum offered in Philadelphia to-date.

Internship Program Summary

The Bright Solar Futures internship program provides students with work experience and an opportunity to apply concepts they learned in the classroom. PEA is seeking internships in the following work areas:

- Solar installation, sales, and design**
- Building energy efficiency**
- Electrical work**
- Other entry-level work in the environmental or energy sectors**

	Internship Candidates	
	<i>PowerCorpsPHL Solar Fellows</i>	<i>High School trainees</i>
Age range	18 - 30	16 - 18
Length of training completed	680 hours (5 days/wk, Jan 6 – May 8, 2020)	184 hours (1 day/wk, Oct 4 – May 29, 2020)
COVID-19 Impact	Switched to virtual learning, on track with curriculum	Paused instruction, end date may be extended
	Internship Model	
	<i>PowerCorpsPHL Solar Fellows</i>	<i>High School trainees</i>
Dates	June 1 – Aug 7, 2020 (10 weeks)	July 13, 2020 – August 17, 2020 (6 weeks)
Hours per week	40	18
Compensation	PowerCorpsPHL can subsidize a portion of the intern’s wages (up to \$11/hr).	The Philadelphia Youth Network will pay the interns \$9/hr.
Seeking employment at conclusion of internship?	Yes	No (students in this cohort will return to high school in fall 2020)



PowerCorpsPHL Solar Fellows practice installing solar.
(Credit: PowerCorpsPHL)



High school trainees learn about solar sales process.
(Credit: PEA)

Internship Expectations

INTERN HOST

- Provide tasks and supervision to the intern;
- Attend a workshop for intern hosts held by PEA;
- Cover the cost of the intern's transit to and from the job and any transit required during the workday;
- Sign the intern's timesheet tracking their hours worked;
- Contact PEA immediately with concerns; and
- Complete and submit to PEA a weekly intern feedback form.

PEA and PARTNERS

- Provide training to the intern candidates to prepare them for the internships;
- Pre-screen candidates for the internship and arrange employer interviews;
- Cover the cost of intern compensation and workman's comp;
- Administer the intern's payroll;
- Follow-up with the intern to address concerns; and
- Acknowledge your company's participation in the program on the PEA website.

INTERN

- Make their best effort to complete assigned tasks;
- Arrive to work on time;
- Contact the employer ahead of time if they cannot come to work on time for any reason;
- Track their work hours using timesheet;
- Participate in professional development sessions provided by PEA; and
- Contact the employer and/or PEA immediately with concerns.

Internship Selection Process

1. Contact Joe Wilson (jwilson@philaenergy.org) and submit the Internship Summary Form by April 30th.
2. PEA will match internship candidates with your position based on their interest and work with you to schedule interviews.
3. If you determine one of the candidates to be a match for your position, you will work with PEA to make an internship offer to the candidate.



“Having access to training on solar installation gives me a head start on job opportunities in this growing field. **It's great to be young in this industry because I can grow with it.**”
- Frank Stern, Mastbaum High School '19

Frank (pictured second from left) was in PEA's first intern cohort in Summer 2018. He interned with the Energy Coop and helped table at community events. Read more about his experience here:

<https://www.theenergy.coop/blog/benefits-of-solar-pyn-perspective/>