

TO: Personnel Board
FROM: Mike Lipski, Human Resources
DATE: August 17, 2020
RE: High School Intern—Hourly

In 2017, a new hourly classification of Auto Worker Trainee was created to provide opportunities for high school students to work for the City while continuing their education, as part of the Madison Metropolitan School District (MMSD) Youth Apprenticeship Program. Recently, the MMSD has expanded opportunities for students to work while attending school, in order to obtain practical experience that will benefit them beyond graduation. Instead of having to participate in a formal Youth Apprentice program, employers can work out a program with MMSD and students can work through an Internship program. While not containing the detailed checklists of a Youth Apprenticeship, the Internship experience is still validated by the State of Wisconsin, the employer has to certify a meaningful work experience, and the student is still able to receive high school credit for the internship while being paid. The City hopes to use this experience to reach students in MMSD who may not consider public sector work and as a means of diversifying the workforce. In order to take advantage of this program, and the Finance Department is already creating an experience for this fall, a new hourly classification of High School Intern should be created to allow for a pay rate consistent with the Auto Worker Trainee. The current rate is \$14.10/hr. This new classification will be created in CG20.

The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

Compensation Group/Range	2020 Hourly Rate
20/00	\$14.10

cc: Laura Larsen—Budget and Program Evaluation Manager
Ellie Anderson—Data Analyst
Hugh Wing—Community Development Specialist
Greg Leifer—Employee and Labor Relations Manager