

YMCA INTERNATIONAL TRAINING & INTERNSHIP PROGRAMS

Program Sponsor Name International YMCA		Program Number	
TRAINING/INTERNSHIP PLACEMENT PLAN			
Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (<i>i.e. classes, individual instruction, shadowing, etc.</i>). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of page 2 must be completed for each phase if applicable (<i>i.e.; if the trainee/intern is rotating through different departments</i>).			
Name of Trainee/Intern (<i>Last, First, MI</i>)		Field of Training/Internship:	
Name of Phase:	Start Date for this Phase: _____ (mm-dd-yyyy)	End Date for this Phase: _____ (mm-dd-yyyy)	Phase _____ of _____
Brief Description of Trainee/Intern's Role for this Program or for this Phase			
Specific Tasks and Activities to be Completed for this Program or for this Phase (<i>Interns</i>) <u>or</u> Methodology of Training and Chronology/Syllabus for this Phase (<i>Trainees</i>)			
Specific Goals and Objectives for this Program or for this Phase			

Knowledge, Skills, or Techniques to be imparted During this Program or During This Phase

Method of Performance Evaluation and Methods or Supervision for this Program or for this Phase