

C. Keith Birkenfeld Virginia V Youth Maritime Internship Program

The Steamer Virginia V Foundation's summer internship program is a great way for youth, ages 16 and up to gain paid work experience, explore maritime careers and have fun helping to operate our historic ship. The program runs from late June through late August with some flexibility to accommodate for family vacations and other activities. For details on the program and the application process, visit our internship page on our website: <https://www.virginiav.org/internships/>

Overview:

This program is designed to introduce teens aged 16-19 to the skills and tasks associated with maintaining and operating the steamship VIRGINIA V, a U.S. Coast Guard inspected passenger vessel and National Historic Landmark.

We especially encourage applications from young adults who come from communities and demographics that are traditionally under-represented in maritime related industries and career paths. No experience is required, but we do look for youth who are responsible, hard-working, and enthusiastic about new experiences and gaining new skills.

Duties:

Over the course of the summer, interns rotate through three focus areas: Engineering, Deck, and Maintenance. Interns are scheduled for at least four shifts in each area. Shifts range from 4-8 hours depending on the event and the vessel's schedule. Interns are under the supervision of the focus area lead during their shift. For example, while performing engineering duties, interns would report to the Chief Engineer; while working deck, they will be under the authority of the Captain and likely working with the Bosun and Mate who train and supervise the crew's activities.

Training:

The Steamer Virginia V Foundation will provide training in all assigned duties. In addition, field trips to learn more about maritime careers in the Greater Seattle area may be arranged.

Typical duties in each focus area:

1. **Engineering:** lining up pumps, performing oiling rounds and assisting Engine Department crew as needed.
2. **Deck crew:** handling lines, creating a safe cruise experience for passengers, standing helm watches, and assisting Deck Department crew as needed.
3. **Maintenance:** cleaning, varnishing, painting and small woodworking projects. In addition, other skill building opportunities may be arranged with partner organizations such as The Center for Wooden Boats, Seattle Maritime Academy, Northwest Seaport and others.

Compensation: Seattle minimum wage for 2023 is: \$18.69 per hour.

Clothing/Uniforms:

Interns will be issued a Virginia V uniform shirt for wear when crewing. They will be required to obtain their own belted khaki pants and closed-toe footwear. Khaki shorts are permitted during some cruises when the weather is hot. Sneakers in good repair are satisfactory footwear; steel-toed work boots are preferred in the engine room. The Steamer Virginia V Foundation can assist with these in the case of financial hardship.

Requirements:

- Must have weekend and evening availability.
- Must complete a DOT USCG pre-employment drug test and able to pass random drug tests throughout the internship timeframe. The Foundation will provide registration and pay for these tests.
- All interns must complete the following forms:
 - IRS form W-4 <https://www.irs.gov/forms-pubs/about-form-w-4>
 - INS form I-9 <https://www.uscis.gov/sites/default/files/document/forms/i-9-paper-version.pdf> and allow Foundation staff to examine required documentation that they are legally authorized to work in the U.S.
 - (If under 18 years old), Washington State Dept. of Labor and Industries Parent Authorization for Summer Work form that must be signed by the intern and their parent. <https://www.lni.wa.gov/forms-publications/F700-168-000.pdf>

Scheduling Details:

Commitment: approximately 90 – 100 hours of paid work throughout the summer season. The underway season will begin in July but we may begin the program with training after school gets out at the end of June.

Upon hiring, interns will work with the Steamer Virginia V Foundation staff to set a schedule for the completion of the engineering, crew and maintenance shifts.

Application process:

Applications are available on the internship page of our website beginning in late March. Applications will be accepted between April 1, 2023 through May 15, 2023. After the applications have been reviewed, some applicants will be invited for in-person interviews. Those selected for the program will be notified in early June and asked to respond within one week letting us know if they will accept.

Visit this page of our website for details and to download the application. <https://www.virginiav.org/internships/>

Additional Information Contact:

Alicia Barnes
alicia@virginiav.org