



# JUNIOR ASSOCIATE PROGRAM



**PROGRAM GUIDE**



## OVERVIEW: JUNIOR ASSOCIATES PROGRAM & ECP TEAM MISSION

WEX and EducateMaine are excited to invite Maine high school students to participate in the WEX Junior Associate Program. This program provides job shadowing opportunities at WEX offices for high school students in southern Maine.

**Our ambition is to attract, prepare, empower and build the next generation talent pipeline.**

Students from participating schools will join WEX employees to learn more about future career opportunities. Students will be able to participate in projects to further their knowledge and skills in technology and business, gain an early payments industry knowledge, and network with our senior leaders.

During the experience students will be paired with particular departments depending on their career interests.

We align campus recruiting talent processes with our early career programs and initiatives to build future talent.



## WHY A JOB SHADOW PROGRAM?

A job shadowing experience allows a student to explore certain career pathways by way of observing a professional in their line of business at their place of employment.

**WEX is able to be a part of changing the narrative of higher education and career building.**

In an effort to aid the student in future schooling and career decisions, the experience should be observatory while also including hands-on experiential learning. Early career exploration lends itself to increased graduation rates, and more Maine jobs being filled by competent, skilled young professionals.

In addition to working with an employee host team, students will have the opportunity to take part in various programming facilitated by the ECP team.

- **Lunch and learn sessions**
- **College information sessions**
- **Resume and LinkedIn profile building opportunities**
- **Networking and Team Building**

These events will be a core component of the program for students in an effort to give them professional experiences that they can carry with them out of high school, into college, and into the work force.



## PARTNERSHIP: EDUCATE MAINE

### About EducateMaine

Educate Maine is a business-led organization that champions career readiness by increasing the educational attainment of Maine people, enabling all students to succeed in post-secondary education and in the workplace.

We partner with educators and businesses to promote education policies and practices that lead to career readiness.

Educate Maine offers three core programs.

- Project>Login
- Education Leaders Experience
- Maine Teacher of the Year

### Partnership with WEX

Educate Maine is thrilled to partner on the WEX Junior Associate Program. This program provides students with the ability to learn more about particular career pathways through hands-on experiences with WEX staff.

The experiential program improves student career readiness and builds meaningful relationships between high school students and local professionals. Educate Maine coordinates the outreach activities and application process for the WEX Junior Associate Program.





## HOW CAN I GET INVOLVED?

We are looking for participating schools across Maine to partner with the Junior Associate Program to provide students with experiences that align with their career interests. We give students the opportunity to connect with multiple professionals, work styles, and areas of expertise.

We want to ensure that participating hosts will be able to commit the necessary time and advisory support to participate in the program for either one or both of the program weeks.

**Programs will begin  
SPRING 2020:  
February 18-21  
April 20-24**

### Want to Learn More?

Contact Paige Unni at [paige.unni@wexinc.com](mailto:paige.unni@wexinc.com) for more information on the Junior Associate Program and how you can get involved.



@wexatwork



WEX



@WEXIncNews

# FREQUENTLY ASKED QUESTIONS

## **Q: What are the dates and times of the program?**

A: The WEX Junior Associate Program takes place February 18-21, 2020 and April 20-24, 2020. Although the majority of students will participate in both weeks, students can also apply for one week only. Students participate from 9:00am through 3:00pm each day.

## **Q: What schools are eligible to participate in the Junior Associate Program at WEX?**

A: Baxter Academy for Technology and Science      Lewiston High School  
Biddeford High School      Mt. Ararat High School  
Bonny Eagle High School      Old Orchard Beach High School  
Brunswick High School      Portland High School  
Casco Bay High School      Scarborough High School  
Deering High School      South Portland High School  
Edward Little High School      Thornton Academy  
Falmouth High School      Waynflete School  
Freeport High School      Westbrook High School  
Gorham High School      Windham High School  
Gray-New Gloucester High School      Yarmouth High School  
Greely High School

*\*\*We will continue to review and update this list as we bring on new partners.*

## **Q: What is the application process?**

A: The application process for the WEX Junior Associate Program is completely managed by Educate Maine and individual high schools. For more information please contact Mariah Cunningham-Knaus at Educate Maine. She can be reached by email at [mariah.cunningham@gmail.com](mailto:mariah.cunningham@gmail.com).

## **Q: Are the Junior Associates paid?**

A: No, this program is unpaid.

## **Q: What does the program entail?**

A: Junior Associates spend a week, or two, with WEXers gaining career insights, participating in lunch and learns and workshops, and developing their knowledge and skills. Apart from learning from their mentors and teams, they will be gaining an early education on professional readiness.



**PROGRAM GUIDE BROUGHT TO YOU BY:  
THE GLOBAL ECP TEAM**