

**ParaLife Internship Program**  
**26-Week Driver Internship Program**

**Internship Structure:**

- **Duration: 26 Weeks**
  - **Daily Commitment: 6 Hours**
  - **On-the-Job Learning, Mentorship, & Field Assessments**
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**1. Driver Internship Lesson Plan**

**Phase 1: Foundations of Safe Driving (Weeks 1-6)**

- **Week 1: Introduction to transportation safety, defensive driving, and company policies**
  - **Classroom orientation and introduction to fleet operations**
  - **Review of federal and state driving regulations**
  - **Hands-on vehicle orientation, pre-trip inspections, and maintenance basics**
  - **Shadowing senior drivers on short routes**
- **Week 2: Roadway hazard recognition and accident prevention**
  - **Learning proper braking and maneuvering techniques**
  - **Participating in controlled driving scenarios**
  - **Hands-on practice with vehicle controls and blind-spot awareness**
  - **Field observation of traffic patterns and risk assessment**
- **Week 3: Passenger assistance and securement training**
  - **Handling special-needs passengers and mobility aids**
  - **Conflict resolution and customer service basics**
  - **Field practice: Conducting mock passenger pick-ups**
- **Week 4: Emergency procedures and defensive driving certification**
  - **Emergency braking, evasive maneuvers, and skid recovery training**

- Accident response procedures and reporting
  - Field scenario: Simulated accident response drill
- **Week 5: Licensing preparation and DOT compliance**
  - Review of licensing requirements and practice tests
  - Real-time trip logging and recordkeeping
  - Field application: Practicing supervised driving routes
- **Week 6: Field evaluation and supervised driving assessment**
  - Independent practice on assigned routes with mentor evaluation
  - Identifying areas for improvement with real-time feedback

## **Phase 2: Route Planning & Vehicle Maintenance (Weeks 7-12)**

- **Week 7: GPS navigation training and trip planning**
  - Hands-on practice with route mapping software
  - Navigating congested traffic zones and alternate routes
- **Week 8: Real-time route adjustments and dispatcher communication**
  - Handling live rerouting and unexpected obstacles
  - Coordinating with dispatchers for efficiency
- **Week 9: Advanced vehicle maintenance and safety checks**
  - Understanding common mechanical failures and troubleshooting techniques
  - Hands-on oil changes, tire checks, and engine diagnostics
- **Week 10: Real-world practice: Completing multi-stop driving assignments**
  - Practicing passenger pick-ups and drop-offs under timed conditions
  - Evaluating efficiency and adherence to safety guidelines
- **Week 11: Review of fuel efficiency strategies**
  - Learning cost-effective driving techniques
  - Implementing strategies during live driving assignments

- **Week 12: Mid-program evaluation and performance review**
  - Independent supervised driving shifts
  - Conducting self-assessments and receiving mentor feedback

### **Phase 3: Advanced Driving & Safety Protocols (Weeks 13-18)**

- **Week 13: Driving in adverse weather conditions**
  - Practicing on simulated wet, icy, or foggy road conditions
- **Week 14: Nighttime and long-distance driving skills**
  - Conducting supervised night driving exercises
- **Week 15: Advanced emergency response and crisis management**
  - Simulated emergency breakdown scenarios
- **Week 16: Real-world emergency protocol field exercise**
  - Handling live road incidents with supervision
- **Week 17: Full shift execution under partial supervision**
  - Running real passenger transport operations
- **Week 18: Peer driving evaluations and advanced feedback session**

### **Phase 4: Extended Training & Field Experience (Weeks 19-24)**

- **Week 19-20: Operating full-length shifts with minimal supervision**
- **Week 21-22: Evaluating efficiency tracking and improving personal performance**
- **Week 23-24: Final full-shift mentorship and preparation for certification**

### **Phase 5: Final Assessments & Certification (Weeks 25-26)**

- **Week 25: Final supervised driving evaluation**
- **Week 26: Certification exam and job placement assistance**