



## 2018 COLLEGE INTERN APPLICATION

Email applications to [Elaine.Lyons@HorizonsHamptonRoads.org](mailto:Elaine.Lyons@HorizonsHamptonRoads.org)

Application Deadline: April 1, 2018

### Horizons Hampton Roads Mission and Background

The achievement gap between low-income children and their more affluent peers is already 6 months by kindergarten and, without intervention, will continue to widen to three years by the fifth grade. Low-income students typically lose more than two months in reading achievement in the summer, while middle-class kids tend to make slight gains. The losses are cumulative over time, so that by the end of the fifth grade, children without opportunities can be three or more grade levels behind their peers in reading.

Children who fall into the achievement gap:

- Continue to drop further behind each year
- Are 6 times more likely to drop out of high school
- Have a 51% chance of being unemployed.

Horizons Hampton Roads' education program has proven results to reverse this trend and offer improved educational outcomes including on-time grade progression and high school graduation rates, as well as greater rates of post-secondary education, and leading to improved overall employment opportunities. Each summer, Horizons Hampton Roads students gain, on average, 2.5 months of reading and math skill levels.

Horizons provides an academic, cultural and recreational enrichment program designed to encourage students from diverse, limited income population to realize their full potential. Working in partnership with families and communities, Horizons is committed to the development of the whole child through experiences that build problem-solving skills, foster awareness of community responsibility, instill respect for others, and encourage life-long interest in learning. The program follows the award-winning Horizons National model by offering an effective six-week educational enrichment program to low-income children in grades K-8 in Norfolk, Portsmouth and Virginia Beach.

### College Student Intern/Teacher Assistant

*Position Overview:* The Intern/Assistant will be assigned to a Lead teacher and one classroom at one of our three sites (Norfolk Collegiate School, Portsmouth Catholic Regional School, or Chesapeake Bay Academy). The Intern will act as the teacher aide and will assist in all aspects of the Horizons summer enrichment program.

*Role description:* The Lead Teacher and the Intern/Assistant work closely together in partnership to ensure that the learning needs of the intern are fulfilled. The Lead Teacher will assign specific work responsibilities aligned with the intern's personal learning objectives while providing professional guidance and regular feedback to help the intern evaluate their progress throughout the summer. Likewise, this partnership assists the Lead teacher in the execution and facilitation of the curriculum, and all components of the Horizons program.

**Major Responsibilities:**

- Serves in the classroom: duties of teaching and caring for approximately 15 students
- Intern/Assistant may be assigned to Lead Teachers for Grades K-8, or Reading Specialists
- Classroom curriculum includes reading, STEM, writing
- Classroom learning often consists of small groups and individual instruction
- Responsible for helping to plan daily classroom schedule and assisting in instruction
- Works in partnership with classroom volunteers
- Attends daily swim instruction lessons and provides encouragement to students
- Participates with students in physical education activities
- Attends all field trips, participates in daily meals with students, and other staff meetings/training as required

\*To gain the most from this experience, active participation and involvement is imperative. For this reason, interns are encouraged to maintain a journal/log of reflections during the experience as a means to set daily goals, evaluate performance on tasks and projects, and to track progress as it relates to their professional development.

Eligibility: You must be currently enrolled in a degree-seeking program that is either related to teaching or working with at-risk youth. Also, designed for professionals who aim to build their work experience and seek out a mentorship-like arrangement.

Compensation: Internships are unpaid positions.

Schedule: The intern is responsible to the program, their Lead teacher, and their students for the entire program and expected for full days. Program dates/times: June 25 – August 2, 2018; 8:00am – 3:30pm. Mandatory training will be Friday, June 22, 2018

If you are interested in applying for an internship, please fill out the attached two pages and return them to us. It is not necessary to send these two informational pages. Applications may be emailed or sent to:

Elaine Lyons  
Horizons Hampton Roads  
7336 Granby St.  
Norfolk, VA 23505

**Section 1: Questions –**

Please use the following questions to introduce yourself; to share with us what your goals are for your participation; and detail any other important things we should know about you. These questions will help us to determine if we are a good fit for one another – Be authentic and complete in your responses.

**1. Why do you want to complete your internship with Horizons Hampton Roads?**

**I prefer working with students in Grade \_\_\_\_\_.**

Preferred Location: \_\_\_\_\_ (Norfolk Collegiate Portsmouth Regional Catholic School Chesapeake Bay Academy). While every attempt will be made to take these preferences into account, the needs of the program come first and there are no guarantees that we can accommodate these preferences

**2. Describe how you will contribute to our mission.**

**3. Tell us why this work might inspire you personally and what you aim to gain academically or professionally.**

**4. Be creative and use this final space as you wish. (HINT: Use this space for anything else we “must-have” when considering YOU.)**

**Section 2: Applicant Data and Information**

Date of Application	Last Name	First Name
Street Address		City & Zip Code
Email	Home #	Cell #
Emergency Contact Name:	Contact Details:	
<b>For those under 18 ONLY:</b> Parent (Printed) Name:	Parent Signature:	

**Demographic Information:**

Grade: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Race/Ethnicity: \_\_\_\_\_ Are you Hispanic/Latino? \_\_\_\_\_

**Education****High School**

School Name	
City, State	
Dates Attended	Did you graduate?

**College/Graduate/Professional School**

1. School Name		2. School Name	
City, State		City, State	
Major/Area of Study:		Major/Area of Study:	
Dates Attended	Did you graduate?	Degree:	Dates Attended
			Did you graduate?
			Degree

**Work History: Please include all work history including internships and volunteer work.**

1. Name of Employer	2. Name of Employer
Name of Supervisor and/or Person to Contact:	Name of Supervisor and/or Person to Contact:
Description of Work:	Description of Work:
Reason for Leaving:	Reason for Leaving:

**References and Resume**

Please provide the contact information of two professional references (previous employers, faculty from your school, or extracurricular directors). 1. \_\_\_\_\_ 2. \_\_\_\_\_

Please attach your resume to your submission.