

Green Girls After School 2019-20 High School Internship Description

POSITION SUMMARY

Green Girls After School is a STEM-based program that engages middle school girls from NYC public schools in hands-on activities and outdoor adventures in New York City parks and waterways. During our weekly after school program, students explore environmental science and learn about different environmental issues through experiential education, service learning projects and student-centered discussions and citizen science projects. **Green Girls After School** is located at 4 sites: *The Oliver Wendell Holmes Intermediate School 204 (IS204)* in Astoria, Queens, *The Conselyea Preparatory School (MS577)* in Williamsburg, Brooklyn, *The Science and Medicine Middle School (K366)* in Canarsie, Brooklyn and *Fannie Lou Hamer Middle School* in the Bronx.

CPF has created this high school internship opportunity for talented high school students to gain hands-on experience working with youth and explore environmental science education while helping to promote environmental stewardship, community awareness and positive youth development. Selected interns will gain valuable work experience, put their knowledge and skills to practice while learning and developing new skills and being a part of the Green Girls community! **Green Girls After School** program operates during school year, after school hours (3:00 pm - 5:30 pm) from September to June, 2019. Each site meets once a week for a total of 26 weeks.

Green Girls High School Interns will...

1. Learn more about urban forestry, water ecology and climate change
2. Receive training in student/group management, lesson development and activity facilitation
3. Develop leadership, peer mentorship and teambuilding skills
4. Provide instruction for small group projects and guide student discussions
5. Gain paid employment experience
6. Make lasting friendships with like-minded individuals

You are qualified to apply for the Green Girls Internship Program if you are...

- Currently enrolled in a high school
- At least 14 years old or older
- Interested in STEM and environmental science
- Aware of environmental issues and their impact
- Interested in working with youth
- Able to commit to attend the after school program schedule and travel to assigned sites

How long is the Green Girls High School Internship program?

- Green Girls After School starts in late September and ends in June
- The interns will participate in a total of 26 weeks of program and attend additional training before and during the 2019-20 school year.

What does the Green Girls High School internship involve?

- You will be placed at one of the 4 Green Girls After School sites
 - The Oliver Wendell Holmes Intermediate School 204 (IS204) in Astoria, Queens

- o The Conselyea Preparatory School (MS577) in Williamsburg, Brooklyn
- o The Science and Medicine Middle School (K366) in Canarsie, Brooklyn
- o Fannie Lou Hamer Middle School, Bronx
- You will meet with the group once a week during after school hours 3pm-5:30pm, or possibly more if you are available to work at multiple sites.
- You are required to attend a total of 26 sessions
- You will be paid at an hourly rate of \$15/hr

What are the responsibilities of the Green Girls High School Interns ?

- Work as team members to assist the Program Manager and college intern on site
- Assist with student and group management
- Lead small group discussions and hands-on projects
- Motivate and engage students in activities and lessons
- Support the Program Manager in lesson preparation, set up and occasional office work as needed
- Assist with data collection and recordkeeping.
- Maintain rapport with students and create inclusive, safe space for students

What qualifications do I need to meet to be a part of the program?

- Commitment to gain basic knowledge of urban forestry, water ecology and climate change
- Commitment to learn and implement basic data collection and analysis
- Desire to help young girls develop an interest in STEM and a sense of confidence in themselves
- Commitment to punctuality and attendance
- Ability to work independently and as part of a team
- Willingness to develop new skills and take on new challenges
- Willingness to engage in physical activity in the outdoors during all seasons
- Commitment to Green Girls' mission and values

How do I know I've been selected?

Upon reviewing your application, Green Girls Program Manager will contact you only if you have been selected for an interview.

When is my application due?

We will be reviewing applications until positions are filled and will start conducting interviews after September 10th.

Green Girls After School 2019-20 High School Internship Application Checklist

Name: _____

Date: _____

A complete application includes:

- Green Girls High School Internship Application
- Reference & Agreement
- Media Release Form

Decisions will be based on your complete application and interview. Please type or print legibly. Only applicants with completed application will be reviewed.

Green Girls High School Internship Application

General Applicant Information

Name:	_____	Date of Birth:	_____
Home Address:	_____		
Borough:	_____, NY	Zip Code:	_____
Email:	_____	Phone:	_____
School:	_____	Grade:	_____
OSIS #:	_____	School Borough:	_____

Parent/Guardian Contact Information

Name:	_____	Phone:	_____
Email:	_____		

Emergency Contact Information

Name:	_____	Phone:	_____
Relationship to Applicant:	_____		

Site Preference

- The Oliver Wendell Holmes and Intermediate School 204 (IS204) in Astoria, Queens
- The Conselyea Preparatory School (MS577) in Williamsburg, Brooklyn
- The Science and Medicine Middle School (K366) in Canarsie, Brooklyn
- Fannie Lou Hamer Middle School, Bronx

Work Availability

Are you available to work from late September to Early June during the 2018-19 school year?

- YES NO

You will be placed as close to your school or home as possible for your internship. However, you may be asked to travel to other sites and/or to CPF education main office, Are you comfortable traveling outside your neighborhood for the internship?

- YES NO

Are you able to attend training and/or professional development workshops on the weekends as needed?

- YES NO

Work Experience & Extracurricular Activities

List all extracurricular activities you are currently involved in:

List relevant work experience,if any:

Do you have experience working with younger kids? If yes, please describe.
(i.e. babysitting, volunteer work, etc)

A Little More About You

Please answer the questions in at least 2-3 sentences below. Your answers should tell us why you are a good fit for Green Girls High School Intern.

Why do you want to be a Green Girls High School Intern?

What are your related skills and strengths?

Describe one environmental issue and how it affects you and your community.

Reference & Agreement

Teacher Reference

Please ask one school teacher to provide their contact as recommendation for the internship.

Name:

Email:

Phone:

Applicant & Parent/Guardian Agreement

I understand that if I am selected to participate in the Green Girls Internship, I will

- Work once a week during after school hours (3pm-6pm) at the assigned program site
- Participate the full program from September to June during 2018-19 school year
- Receive the New York State minimum hourly wage of \$13/hr for the internship

Applicant Name:

Signature:

Date

I am the parent/legal guardian of _____ and I consent to her participation in Green Girls High School Internship program based on the conditions listed above. I confirm that my daughter is available during the dates outlined in the application and that if she is selected, I will support her to attend on time and prepared for the scheduled work dates .

Parent/ Guardian
Name:

Signature:

Date

Media Release Form

Consent Form for Photo/Video/Interview

To be completed and signed by applicant's parent/guardian.

I certify that I am the parent or legal guardian of _____, whose date of birth is _____, name of applicant
mm/dd/year

I understand that the Green Girls High School Internship program takes place away from school. Media representatives, newspaper and television reporters, photographers, and public-relations personnel may be present to document the program. In some cases, they may interview and/or photograph teens who participate in the Green Girls After School program. These photographs, videos, and interviews will only be used to promote City Parks Foundation and the Green Girls program.

I give permission for my child to be photographed or recorded during Green Girls events and activities, and for any and all such photographs to be displayed by City Parks Foundation or our program partners in any medium (books, newsletters, web sites, etc.), whether now or hereafter known or developed.

Furthermore I hereby agree to allow my child for whom I am the legal guardian, named below, to be interviewed and/or photographed and/or videotaped for promotional or news documents about City Parks Foundation's Green Girls program. I understand that I will not own rights to the resulting text, photography or video, or any benefits derived therefrom. I agree to the use of my child's image, name, and/or voice by City Parks Foundation or media companies discussing City Parks Foundation programs and waive rights to fees associated with such use.

Parent/ Guardian Name: _____
Signature: _____ Date _____

I DO NOT give permission for my child to be photographed or otherwise recorded during Green Girls events and activities. I understand by doing so, my child may not be able to participate in some events and activities.

Parent/ Guardian Name: _____
Signature: _____ Date _____