

COASTAL CLASSROOM SPRING 2020 INTERNSHIP STUDENT APPLICATION

What is Coastal Classroom?

City Parks Education has been offering interdisciplinary environmental education programs in schools and parks since 1992. The *Coastal Classroom* after-school program focuses on coastal ecology, water quality, urban waterfront restoration and preservation on the **NYC waterfront, with sites in Inwood Hill Park in Manhattan, Shoelace Park in the Bronx and Kaiser Park in Coney Island**. *Coastal Classroom* will provide after-school programming for up to 30 middle school students at each of the 3 locations, using site-specific inquiry-based lessons to stimulate meaningful learning experiences in their own communities.

Between March and June, the *Coastal Classroom* after-school program will engage middle school students in coastal ecology and maritime training, through instruction as well as trips to coastal areas and visits to organizations performing similar work.

CPF has developed this fellowship opportunity for ambitious 11th or 12th grade high school students to gain hands-on experience and explore the environmental education sector while helping to promote stewardship of our waterways and coastal areas. Selected interns will gain valuable work experience, putting their knowledge and skills to use while expanding their knowledge of the field. This internship is a **paid** position.

The Coastal Classroom internship is an exciting opportunity. High school students who complete the apprenticeship will:

1. Learn more about coastal ecology
2. Receive training in program facilitation and peer instruction
3. Facilitate activities and provide instruction for groups of upper elementary and middle school-aged peers
4. Earn paid spring (and possibly summer) employment
5. Learn valuable skills that will help them in the workplace for years to come

Do I qualify for the Coastal Classroom internship program?

To be selected, you must be enrolled in High School and:

- Be at least 16 years old (by March 1, 2019)
- Demonstrate basic knowledge of coastal ecology
- Have an interest in working with upper elementary and middle school-aged students
- Commit to attending the training and internship work schedule

When does the spring internship begin?

- Training will take place in March and the program will run one afternoon per week at your assigned site

What time commitment does the spring internship involve?

- Interns will be placed at one of 2 locations:
 - o Kaiser Park in Coney Island
 - o Inwood Hill Park in Manhattan
- Internships will begin in March and last 12 - 14 weeks, depending on the site
- Interns will work a total of 3-6 hours per week
- Interns will earn a minimum hourly wage of \$15/h

What are the responsibilities of the interns?

- Work as team members to assist lead educator, primarily on site
- Help lead groups of middle school students in developmentally appropriate lessons about marine ecology and/or rowing (rowing at Kaiser Park only)
- Support lead educator to complete occasional office work, such as assisting in lesson preparation, inventorying and other related tasks as needed
- Contribute to an ongoing blog for the CPF website and support the gathering of materials and anecdotes for our Facebook page
- Assist with data collection and recordkeeping.
- Help maintain, repair and protect boats, tools, and equipment, including waders, nets, buckets, water quality kits and other gear
- Assist in quick setup and breakdown, including moving heavy equipment (waders, nets, moving cart) and other physically-involved tasks

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

- Strong interest and basic knowledge of coastal ecology, such as marine ecosystems, marine life, data collection, and data analysis.
- On-water experience including basic navigational skills
- Commitment to helping younger students develop an interest in marine ecology
- Commitment to punctuality and attendance
- Ability to work independently and as part of a team essential
- Willingness to develop new skills and "can do" attitude required
- A desire to work outdoors from March to June
- Willingness to assist fully with physical aspects of setup and breakdown of the site to the extent of your ability
- Commitment to *Coastal Classroom's* mission

How do I submit my application?

Mail your completed paper application to the address above, fax it to the number above, or email a digital copy to lgonzalez@cityparksfoundation.org.

When is my application due?

We will review applications until positions are filled and will start conducting interviews in February.

How do I know I've been selected? Upon reviewing your application, apprenticeship supervisors will contact you only if you have been selected for an interview.

COASTAL CLASSROOM SPRING INTERNSHIP STUDENT APPLICATION CHECKLIST

Date _____

Student Name _____

A complete application package includes:

- 1.** Coastal Classroom Student Application (pg. 4-6)
- 2.** Parent / Guardian Consent: Photo/Video/Interview (pg. 8)
- 3.** References (see pg 7)

COASTAL CLASSROOM HIGH SCHOOL INTERNSHIP STUDENT APPLICATION

Read the entire application and complete it thoroughly. There are limited spaces available.
Decisions will be based on your complete application and interview. Please type or print legibly.

GENERAL APPLICANT INFORMATION

Name: _____

Address: _____ Apt. No: _____

Borough: _____ Zip: _____

Email: _____

Phone: _____

Best way
to reach
you:

What subway lines are near your
home?

What bus lines are near your home?

High school you currently attend: _____ Grade : _____

Your OSIS #: _____ Borough of your high school: _____

Birth Date: month/date/year _____ Age: _____ Gender: _____

Parent or Guardian Contact Information

Name: _____

Email: _____ Phone: _____

Emergency Contact Information

Name: _____

Email: _____ Phone: _____

SITE PREFERENCE

<input checked="" type="checkbox"/>	Location
<input type="checkbox"/>	Kaiser Park, Coney Island, Brooklyn
<input type="checkbox"/>	Inwood Hill Park, Inwood, Manhattan

INTERNSHIP AVAILABILITY

Internship training will begin in March and the internship will continue until June. Are you available to work during the afterschool from March to June? ☐ Yes ☐ No

You will be placed as close to home as possible for your internship, but you may be asked to travel within your home borough or outside of it. Are you comfortable traveling outside your neighborhood for the internship? ☐ Yes ☐ No

WORK EXPERIENCE & EXTRACURRICULAR ACTIVITIES

Please list all extracurricular activities (lessons, volunteer, after-school, religious, team & recreational sports, etc.) you are currently involved in:

Do you have a job right now? ☐ Yes ☐ No

If yes, where: _____

How many hours do you work a week: _____ *What is your position?* _____

Do you have experience working with younger kids? (e.g. babysitting, volunteer work) ☐ Yes ☐ No

If yes, please describe: _____

SHORT ANSWER QUESTIONS

Please answer the questions in at least 2-3 sentences below. Your answers should tell us a little about you. If you need more space to write or type your answers, you can also attach a separate piece of paper.

Why do you want to be a Coastal Classroom intern?

What are your *related* skills and strengths?

What are your favorite subjects, hobbies, activities and interests?

REFERENCE

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

Name: _____

Phone

Email: _____ :

APPLICANT AND PARENT AGREEMENT

I understand that if I am selected to participate in the Coastal Classroom Internship:

- The time commitment is 12-14 weeks in the spring
- I will receive the New York state minimum hourly wage of \$15.00 per hour for the spring internship.

Student Name: _____

Signature: _____ Date: _____

I am the parent/legal guardian of _____ and I consent to his/her participation in Coastal Classroom internship program based on the conditions listed above. I confirm that my son/daughter is available during the dates outlined in the application and that if he/she is selected, I will support him/her to attend on time each day scheduled.

Parent or Guardian Name: _____

Parent or Guardian

Signature: _____ Date: _____

PHOTO / VIDEO / INTERVIEW CONSENT

To be completed and signed by a parent or guardian.

I certify that I am the parent or legal guardian of _____, whose date of birth is _____.
name of child
month/day/year

I understand that the Coastal Classroom 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. These photographs, videos, and interviews will only be used to promote City Parks Foundation and the *Coastal Classroom* program.

I give permission for my child to be photographed or otherwise recorded during Coastal Classroom 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, websites, etc.), whether now or hereafter known or developed.

Furthermore, I hereby agree to allow my son or daughter, or 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 Coastal Classroom program in parks. I understand that I will not own the rights to the resulting text, photography or video, or any benefits derived therefrom. I agree to the use of my daughter's/son's/legal guardian'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.

Signature of Parent or Guardian

Date

I DO NOT give permission for my child to be photographed or otherwise recorded during Coastal Classroom events and activities. As a result, my child may not be able to participate in some events and activities.

Signature of Parent or Guardian

Date