COASTAL CLASSROOM SPRING 2023
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, Bushwick Inlet Park in Williamsburg, Conference House Park, Staten Island and Kaiser Park in Coney Island. Coastal Classroom will provide after-school programming for up to 20-30 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 late September and December, 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 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 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, 2023)
● 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 late February and the program will run one afternoon per week at your assigned site
● Starting in late February, selected candidates will be required to attend a College and Career readiness virtual monthly series from late February through May
What time commitment does the spring internship involve?

- Interns will be placed at one of 3 locations:
  - Kaiser Park in Coney Island
  - Inwood Hill Park in Manhattan
  - Bushwick Inlet Park, Williamsburg, Brooklyn
  - Conference House Park, Staten Island
- Internships will begin first week of 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/hour for the fall internship.

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
- 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 September to November
- 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 by email to lgonzalez@cityparksfoundation.org.

When is my application due?

We will review applications until positions are filled and will start reaching out for interviews to the selected candidates.

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: ____________________________ Best way to reach you: 
Phone: 

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

<table>
<thead>
<tr>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaiser Park, <strong>Coney Island, Brooklyn</strong></td>
</tr>
<tr>
<td>Bushwick Inlet Park, <strong>Williamsburg, Brooklyn</strong></td>
</tr>
<tr>
<td>Inwood Hill Park, <strong>Inwood, Manhattan</strong></td>
</tr>
<tr>
<td>Conference House Park, <strong>Staten Island</strong></td>
</tr>
</tbody>
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### INTERNSHIP AVAILABILITY

Internship training will begin in March and the internship will continue until the end of 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:

1. 
2. 
3. 

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: __________________________ Phone: ______________________

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 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