

LA SALLE WORKS

LA SALLE ACADEMY
INTERNSHIP PROGRAM - 2019-2020



The Mission of La Salle Academy

The mission of La Salle Academy, a rigorous college-preparatory high school, is to educate students of diverse cultural and socioeconomic backgrounds with special outreach to those most in need. We provide a nurturing environment, which fosters spiritual, moral, intellectual, emotional and physical growth in the Roman Catholic tradition and the Lasallian spirit, as embodied in St. John Baptist de La Salle.

We create experiences of community within the school and encourage each student to develop their gifts and talents for their own growth, as well as engage in the caring service of others, through its academic, extra-curricular and spiritual programs.



La Salle Academy

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In the 2019 – 2020 academic year, La Salle Academy celebrates 171 years of service in New York City. La Salle Academy had its first beginnings in 1848, when four De La Salle Christian Brothers arrived in New York from France and established Saint Vincent's School on Canal Street. St. Vincent's relocated to Second Street in 1856, and in 1887 changed its name to La Salle Academy.

In 1936, the Academy erected the large five-story school building that stands today. For more than 170 years in New York City, the Brothers of the Christian Schools (De La Salle) have been caring for the spiritual and temporal educational needs of young men from poor and troubled families – a charge issued to them by St. John Baptist de La Salle, the founder of the order, in the late seventeenth century.

Today, the Brothers of the Christian Schools have taken this mission of Lasallian Catholic education from its humble beginnings in France to every corner of the globe.

La Salle Academy Core Beliefs

La Salle Academy Believes that

- Our mission is to educate and serve young men of financially challenged families.
- Authentic education must address and form all aspects of the human person: intellectual, spiritual, moral, social, emotional, and physical.
- Effective instruction and curriculum cultivates critical thinking skills, intellectual curiosity, personal integrity, and responsibility in all students.
- Our Catholic identity, as particularly embodied in the Lasallian tradition, should be recognized across the curriculum and incorporated in daily classroom activities and all extracurricular opportunities.
- Gospel principles and Lasallian values supply the framework for which we provide opportunities for spiritual development and by which we evaluate decisions and policies affecting the school community.
- We should educate students with equal consideration for each learner and with the level of support necessary for each student to reach the highest level of academic achievement.
- Diversity, as expressed in ethnic, socioeconomic and religious ways, is a key element in building and fostering a community of socially responsible and culturally sensitive persons.
- We must create a safe and educationally sound environment in which we serve as models of faith, compassion, and kindness.
- We bear a responsibility to the wider community which requires that we emphasize global awareness, local community service, and a concern for peace and justice.
- We are in partnership with parents, alumni, and community leaders in our endeavor to form good citizens and active church members.
- Administration, faculty, and staff should constantly strive for the development of their own professional qualifications and knowledge base, participate in sharing best practice, and demonstrate commitment to innovation in order to motivate and empower students to achieve at their highest level.

La Salle *Works* provides students real working experience through student internships in organizations across New York City. Students develop proper business etiquette and professional skills necessary to enter any work environment. In the past, La Salle Academy has been proud to see its students earn internships and mentorships with a variety of professional organizations.

In preparation for these opportunities, students attend workshops to learn how to prepare for a job interview, create quality resumès, and develop personal networking skills. By dedicating themselves to this program, students earn an amazing opportunity to pursue their interests and prepare themselves for college and the professional world.

Potential opportunities include:

- Internship, Mentorship, Employment & Volunteer Opportunities
- College and Career Preparation
- Introduction to Professional and Business Etiquette

The goal of the La Salle *Works* Program is to:

1. Guide students in the application process and completion of pre-job related forms,
2. Create workshops for students to attend whereby students learn the necessary skills to “ace” an interview, and
3. Develop a personalized mentoring system for each student to help them navigate their internship; all while gaining real-world experience in preparation for college and their future careers.

In addition to fulfilling their daily academic responsibilities, La Salle *Works* students attend after-school program meetings throughout the school year. They collaborate with alumni and fellow students to develop their skills in professional etiquette and work with the program director to find an appropriate internship, mentorship, or employment opportunity.

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Address: 215 East 6th Street, New York, NY 10003

La Salle Works Participation Guidelines

The student placement process will be competitive. Participation in this program will be judged based on several factors including personal character, work ethic, and overall initiative.

Students must consult the Program Director before formally applying for any opportunity.

Even with parental permission, a thorough background check will be done to review a student's record of behavior and grades for all years at La Salle Academy. Any participation will be based on the La Salle Student/Parent Handbook policies on academic eligibility and behavior as well as the discretion of the Program Director.

La Salle Academy Student/Parent Handbook Policies

Students must obey all outlined rules and regulations within the La Salle Academy Student/Parent Handbook.

Academic Eligibility - Extra-Curricular Activities

Participation in extra-curricular activities is a privilege granted by the learning community to students in good standing both academically and behaviorally. Therefore, in order to participate in extra-curricular activities at La Salle Academy, students must maintain certain academic standards. Any student with two or more credits of failures in a quarter may not participate in any after-school activity until he is passing his courses. His eligibility status will be reviewed by the Assistant Principal for Academic Affairs and Director of Guidance at the next progress report. Any appeal due to special circumstances must be made directly to the Principal whose decision will be final.

Behavior in Public

La Salle Academy students are visible in the local community. They are required to exhibit proper conduct both before and after school. La Salle Academy students in public are often well known and highly regarded by many people. Therefore, students have responsibility for their own personal conduct and appearance.

Unbecoming behavior in public areas or on private property reflects negatively on our students, their families, and our school. Misconduct of this nature will be considered a serious violation of student responsibility and may result in their removal from this program.

Education



La Salle Academy Executive Intern to the Office of the President

(2) Two positions (Fall & Spring)

- La Salle Academy's Office of the President is the heart and soul of our school.
- There is always a sense of hard work and dedication to both the mission of La Salle and the school as a whole.

Job description

As the Executive Intern, a person acts as a liaison between the different administrative offices within the Annex, facilitating communication and flow of administrative work in an efficient manner.

Such responsibilities include, but are not limited to

- Creation and organization of administrative files
- Clerical work such as copying, faxing, scanning, etc.
- Managing internal communiques
- Formatting of projects and documents
- Supplementary technical support

Job Qualifications

- Proficient in time management and organization
- Versed in Microsoft Word, Excel, One Note, Outlook, Publisher, and PowerPoint
- Polite and courteous
- Knowledgeable in dealing with parents and students
- Efficient, diligent, and dedicated to the cause of La Salle

Compensation Paid

This is a great opportunity to see how a non-profit organization works, as well as a look behind-the-scenes of the work involved in making La Salle Academy's mission come to fruition.



The Internship Program

Are you a NYC high school student looking for an internship?

The Internship Program provides paid, mentored internships and career readiness workshops to high school juniors and seniors. Students acquire hands-on experience, gain entry to small businesses, nonprofits, government agencies and multinational corporations and earn needed money.

95% of F+O interns successfully completed our Internship Program last year, working at over 160 corporations, nonprofits and government agencies.

Key Components of the Internship Program

There are five integral components to the Futures and Options Internship Program, which ensure that the internship is rewarding for the intern as well as the partnering business. The five components are the student recruitment and application process, intern placement, career readiness workshops and monitoring, and collaboration with school staff and mentors/supervisors.

Student Recruitment and Application Process Each school semester, Futures and Options recruits students in coordination with partnering schools as well as through the Futures and Options website and various referrals. After the students submit the required Internship Program application, Futures and Options staff interview and assess the eligible candidates.

Intern Placement Before Futures and Options sends internship candidates to employers, our staff meets with prospective employers and the supervisors/mentors to assess the work situation, explore the interns' responsibilities, and discuss the supervisors/mentors' role. After assessing each student's abilities, goals and interests, Futures and Options schedules interviews for prospective interns with compatible firms.

Career Readiness Workshops After internship placements are confirmed, the interns may attend group or individual orientation sessions, which include work-readiness workshops that focus on interpersonal skills, proper business demeanor, dress and self-presentation as well as interviewing skills, resume writing, attentive listening and office technology. Interns visit with professionals during the workshops as well as at their businesses to learn firsthand about different careers.

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Monitoring Throughout the internship, Futures and Options' staff meet with the supervisors/mentors on-site and with the interns at their internship sites and during the workshops. Futures and Options' staff regularly call and visit each internship site to evaluate intern progress and work site quality. Since these are paid internships, Futures and Options makes clear to all that an internship may be terminated. Interns recognize and accept this meaningful reality.

Collaboration with School Staff and Mentors/Supervisors The close coordination among school personnel, supervisors/mentors and Futures and Options staff reflects their shared commitment to support the growth and success of each student, and is a core element in the program's success. Futures and Options' staff regularly hold meetings with supervisors/mentors and school teachers, counselors and coordinators to reinforce the role each plays in the education of the interns.

Internship Program Application

The Futures and Options Internship Program provides New York City students with critical work-readiness training and the opportunity to gain firsthand work experience as interns with a dynamic range of business partners. At the same time, the Internship Program introduces these business partners to a pipeline of promising, motivated and diverse young men and women who make meaningful contributions to their business, while training to become the leaders of tomorrow.

Futures and Options interns work in paid, mentored internships that best match their skills and interests. After submitting the online application, applicants interview with Futures and Options program coordinators. Applicants who are accepted into the Internship Program will also interview with supervisors at our business partners for specific internship positions. In some cases, applicants may interview at several businesses for different internship opportunities.

If you are hired as a Futures and Options intern, you must be prepared to:

1) Work the required number of hours.

- After School interns: 10 – 15 hours a week. Interns are not expected to work more than 15 hours a week.
- Summer interns: 20 – 35 hours a week.

2) Arrive at work on time each day dressed in the appropriate attire.

- Work schedules are determined by business site needs and the intern's school schedule.
- Appropriate attire is dependent on the business site's culture and supervisor guidelines.

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3) Attend regularly scheduled career-readiness workshops and career exploration field trips.

- Learn skills needed to be successful in the workplace.
- Share ideas and learn from your peers who are interns at different businesses.
- Build your professional network.

The Core Internship Program accepts applications on a rolling basis.

Please note: If you are interested in the summer internship program you should apply before April 15th, otherwise you will be contacted in September to set up an interview.

If you are interested in applying, please follow the steps below:

1. Check whether you are eligible to apply:

- Are you a high school student living in New York City?
- Are you 16 or older?
- Are you currently in 11th or 12th grade?
- Do you exit school by 2:30 pm?
- Does your schedule allow you to work 10 – 15 hours a week after school (not weekends)?

2. If you meet the eligibility requirements above, speak to the Program Director regarding submitting a formal application.

3. If you are selected for the next stage of the application process, you will be contacted within two weeks regarding a group interview. On the day of the group interview, please dress professionally and bring a photo ID with you.

4. If you are selected for the next stage of the application process, you will be invited for a one-on-one interview with a Futures and Options program coordinator. Please bring the following items with you to your interview:

- The Student Agreement signed by you and your parent or guardian
- A copy of your most recent transcript
- One letter of recommendation from a teacher or advisor
- Your current working papers (if under the age of 18)
- Your social security card (or a copy)
- Your school identification card
- A photo ID



GO Project Summer Internship

Powered by Echoing Green's Work on Purpose Program

HEART + HEAD = HUSTLE

GO Project: Who We Are and What We Do

The GO Project shapes the futures of low-income New York City public school children by providing critical academic, social, and emotional support starting in the early elementary years. GO provides year-round educational and family support services to children who are performing below grade level and equips them with the confidence and skills needed to succeed at school, at home, and in life.

GO Getter Summer Internship: How YOU Can Help

The GO Project summer internship is an opportunity for high school students to learn and develop leadership skills while working with GO Project students in academic and/or enrichment classes. During the 5-week GO Summer program, interns will be supporting instruction in one of our K-7th grade classrooms under the guidance of a Head Teacher or Enrichment Teacher. Interns will work in small groups or one-to-one within the classroom to help students complete projects, remain focused, and build confidence as learners. Morning interns will provide support in an academic classroom setting for math and literacy. Afternoon interns will provide support in a particular enrichment activity, such as art, theater, ballet, hip-hop, capoeira, yoga, and more.

Interns will also be participating in rigorous daily professional development sessions where Echoing Green's book, *Work on Purpose*, will be used to help them discover and enhance their passions (HEART) and their talents (HEAD) to become change-making leaders in their community (HUSTLE). A strong social justice-centered curriculum and required readings will form the core framework for the internship. At the end of the summer, interns will have completed a portfolio with work from daily classroom and professional development sessions, co-led a professional development session, gained leadership skills, and developed a culminating Hustle project that they will showcase for other GO Project interns, staff members, board members, and community supporters.

Time Commitment

- Attend mandatory orientation and trainings: 3 dates in late June 2019, to be announced
- Commitment to the entire summer session is required.
- July 1st to August 2nd, 2019, Monday – Friday, either the morning academic session (8:30 am – 2:00 pm) or the afternoon enrichment session (12:00 pm – 5:30 pm).
- Daily participation in professional development sessions.

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Location

- Avenues: The World School (259 10th Avenue, Manhattan)
- Berkeley Carroll School (701 Carroll Street, Brooklyn); or
- Grace Church School (86 Fourth Avenue, Manhattan); or
- St. Luke's School (487 Hudson Street, Manhattan); or
- Grace Church High School (46 Cooper Square, Manhattan)

Location and internship schedule will be assigned upon hire.

Responsibilities

- Assist head teachers and teaching assistants
- Work one-to-one or in small groups with students who are in need of academic intervention.
- Actively engage with the students, teachers, fellow interns, and other program staff.
- Enthusiastically participate in daily professional development sessions.
- Attend all sessions punctually and consistently.
- Co-lead one professional development session during the summer.
- Contribute regularly to the volunteer blog.
- Read all assigned materials.
- Meet all internship deadlines.

Benefits

- Personal gratification through enhancing the lives of young learners.
- Development of leadership skills.
- Ongoing personal and professional development opportunities.
- Continual on-site support from GO Project staff.
- Portfolio for support with college and career selection.
- Completion of a service learning project which will have a larger impact on the community.
- Potential participation in the High School Student Leadership Council.

Qualifications

- High school students in good academic standing (rising 10th, 11th, and 12th graders and 2020 high school graduates)
- Commitment to and belief in all children's ability to succeed and thrive.
- Commitment to social justice through educational equity.
- Ability to work collaboratively on a team.
- Strong or emerging leadership skills.
- Punctuality and professionalism.

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Application Process

- Complete online application form (will go live in December 2019).
- Submit a personal statement explaining why you would like to intern with GO Project and reflecting on a social justice issue which you consider the most important (maximum 750 words).
- Submit a copy of your most recent school transcript.
- Provide one written letter of recommendation (References can only be from teachers, employers, school administrators, or supervisors).
- Attend an interview as part of the initial screening process. (Please note, space is limited. Early sign ups are encouraged)

The Go Project: Saturday Tutoring

During the GO School Saturday program, a professional teacher models a lesson, activity or project to a classroom of students. Volunteer tutors continue to work with small groups of (2) to (4) students on the lesson providing individualized attention which allows the students to thrive.

Requirements

- College students, professionals, retirees, and high school students in good academic standing are encouraged to apply
- Commitment to and belief in all children's ability to succeed and thrive
- Professional work habits

Responsibilities

- Tutor small group of students (in first through eighth grade) under Head Teacher's guidance
- Actively and enthusiastically participate in instruction and student engagement
- Help prepare, record and put away classroom materials
- Ongoing communication with Head Teacher regarding children's progress and/or concerns, and with the Community Engagement team regarding overall volunteer experience

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Time Commitment

- Session 1: October – December, approximately 9 Saturdays (9 am – 12:45 pm)
- Session II: January – April, approximately 13 Saturdays (9 am – 12:45 pm)
- Attend mandatory participation and training
- Punctual and consistent attendance; no more than 3 absences permitted per session
- High school students MUST attend trainings offered

Application/Screening Process

- Application Form
- Cover Letter/Personal Statement explaining why you want to volunteer with the GO Project
- Resume (for volunteers 18 and older)/ High school transcript (for HS students)
- Personal reference
- Background check (for those 18 and older)

Locations and Placement

Saturday tutoring takes place at five locations:

- Avenues: The World School, 259 10th Avenue, between 25th and 26th Streets
- Grace Church School, 4th Avenue at 11th Street
- Grace Church High School, 46 Cooper Square (for GO middle school placements ONLY)
- LREI, 272 6th Avenue at Bleecker Street
- The Church of St. Luke in the Fields, 487 Hudson Street, at Hudson Street and Christopher Street (for kindergarten students ONLY)
- Berkeley Carroll School, 701 Carroll Street, between 6th and 7th Avenue, Brooklyn (1st – 2nd grade)

Placement is based on a complementary match between programmatic need and volunteer strengths. We will honor preferences when possible.

Engineering



The Cooper Union The Albert Nerken School of Engineering Summer Stem Program

The Albert Nerken School of Engineering at the Cooper Union has been preparing high school students to pursue undergraduate careers in science, technology, engineering, and mathematics (STEM) fields for over 25 years.

The Summer STEM Program is an intensive, six-week experience that immerses students in hands-on engineering design and problem-solving, thereby placing them on the right track for careers in technological innovation. Students work closely with Cooper Union faculty at the forefront of engineering education. Projects range broadly and include robotics, digital fabrication, computer programming and app development, biomedical and genetic engineering, improved urban infrastructure, and even racecar design. Faculty and teaching assistants from the departments of civil, chemical, electrical, and mechanical engineering provide students with foundational knowledge and expert guidance to address real-world problems in their respective disciplines of expertise.

Students also attend workshops on oral presentation skills, technical writing, career counseling, and college admissions. They are given access to Cooper Union's library resources, computer facilities, and laboratories to perform their research, design, analysis, and prototyping. Typically, projects include at least one field trip to a local museum, exhibition, or gallery to enhance the students' experience. This program culminates with each group submitting a technical paper summarizing their research and presenting their work to an audience of invited guests. To recognize their successful completion of the program students will receive a certificate of achievement from the Albert Nerken School of Engineering.

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Program History and Goals

The Summer STEM Program, an expanded version of what was formerly known as the Summer Research Internship Program, builds on that legacy by broadening the access of an invaluable summer experience to more students than ever before. As part of that legacy, financial aid will be made available, up to 100% of the cost, for students who either meet criteria of need or who are otherwise underrepresented in the STEM fields. We therefore encourage all students to apply for this enriching educational opportunity.

Program Period

July through August 2019 (TBD)

Daily Schedule

Monday through Thursday 9:30 am to 3:30 pm

A limited number of seats are available exclusively for La Salle students!

2019 Tuition & Fees

\$3,500 and a non-refundable \$55 application fee. Financial aid (up to 100%, including application fee) available to those who qualify. If the application fee is prohibitive, contact us so that we can discuss a waiver (summerSTEM@cooper.edu). Please make sure that you start (but do not submit) your application online before this discussion happens.

Transportation

At the discretion of the Metropolitan Transit Authority, students may receive Metrocards to cover transportation costs.

Eligibility and Admissions Criteria

- This program is open to current high school sophomores or juniors spending the summer in the Greater NYC area.
- Students must be sophomores or juniors during the period in which they apply (rising juniors and seniors in the summer they attend the program).
- Admission to the program is selective.
- We are looking for high-achieving students who have a passion for the STEM fields.
- These characteristics should be apparent in their transcript, personal essay, and letter of recommendation from a teacher in the STEM fields or a guidance counselor.
- Grades are not the only criteria for admission.
- We are looking for hard-working, creative students for whom this program would be transformative in their educational careers.



The Cooper Union Fall 2019 STEM Saturdays

Application Deadline September 7, 2019

Eligibility Students enrolled in a New York City high school (9th – 12th grade). No prior experience is required.

Dates and Times September 21 – December 14, 2019 (No class Nov. 2, and Nov. 30) from 10 am – 4 pm

Location The Cooper Union School of Engineering, 41 Cooper Square

Family Presentation December 14th, 10 am – 2 pm

Description During the 11 session STEM Saturdays, students will develop design, engineering and entrepreneurial skills as they create “Technology for Good” to solve a current or emerging problem for humans.

Taught by Cooper Union undergraduates and graduate students, called ‘mentors’, students learn engineering design and rapid prototyping equipment (3D printers, laser cutters, hand tools, etc.) and computer aided engineering tools (3D drawing software, microcontroller programming, and more).

Students are divided into small teams to develop their “Technology for Good.” They design, analyze, build, test, and present their solution to a real-world engineering problem. The mentors guide the students through the design and prototyping process and coach students on professional skills like technical communication, presentations and teamwork. The program also includes career counseling and college planning sessions with Cooper Union staff members.

During the program, students also present their work to family and design and engineering professionals. The feedback from the audience informs their design process during the program. At the end of the program, the students present and pitch their product idea to a panel of invited guests and judges. The students on the winning team will receive a cash prize.

Students from groups that are underrepresented in STEM college majors and careers are strongly encouraged to apply. The program also seeks to host students from all five New York City boroughs.

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Additional Information

- Accepted students will be notified by September 13th.
- There is no cost for the program.
- Lunch and snacks will be provided.
- Metrocards (for NYC buses and trains) are provided at the first class meeting.
- Short homework assignments are given each week.
- Fall and Spring semesters are independent programs. Apply for each program separately.
- Preference is given to students with no prior engineering experience.

A limited number of seats are available exclusively for La Salle students!



The Ace Mentor Program

Register in September to be considered for mentoring opportunities!

For ACE students, the construction industry is your classroom.

The ACE Mentor Program is open to any high school student (Freshman through Senior) who has the curiosity and drive to learn about a career in design and construction – from contracting and engineering to architecture and landscaping.

Already, thousands of students have enjoyed the exciting projects, informative field trips and other engaging activities that make up the ACE experience.

Led by mentors. Driven by you.

As a participant, you'll join a team of other students led by adult mentors who are practicing industry professionals. ACE isn't about merely describing specific professions, it's about immersing you in the profession by engaging you in actual building projects. These can range from new schools and mixed use developments to amphitheaters and temporary housing for movie stars on location.

What to expect.

You'll visit professional offices, job sites and other relevant locations. You'll discuss the same issues, and perform the same tasks, as if you worked in the industry. ACE gives you a practical hands-on view of how abstract concepts get transformed into the buildings that make up our everyday reality.

Opportunities abound.

ACE is your chance to learn about different construction industry careers – and discover which one might be right for you. It's also a great way to connect with other students who share your passions. The friends you make during your ACE experience will likely be your friends for life.

Length

October through May

*Every other Week, Once a Week (Twice a Month)

** Scholarships available through ACE to graduating senior students!*

Environmental



A limited number of slots available & SCHOLARSHIPS for La Salle Students!

Christodora is an award-winning nonprofit organization that offers life-changing environmental education and leadership training to New York City students. Our unique ecosystem of programs range from sleepaway camp in the wilderness to environmental education in classrooms and community service projects around the city. All programs are designed to help motivated youth grow and thrive as students, citizens and leaders.

Program Offerings

- Manice Education Center – Wilderness Camp – Summer Session
- Summer Ecology Program (Connecticut)– Original Field Research

The summer adventure of a lifetime!

We offer summer sessions of environmental science, wilderness expeditions and leadership training courses for motivated students ages 11 – 18. Students are chosen based on teacher recommendations and an interview with Christodora staff.

Students in all courses are encouraged to reach their full potential by enjoying safe, stimulating, and fun enrichment activities:

- Teams course challenge and group building initiatives
- Scientific inquiry into local ecology
- Canoeing and swimming
- Hiking and backpacking
- Overnight camping, at our center and wilderness beyond
- Creative thinking and problem solving
- Organic gardening
- Astronomy, night exploration, and campfires
- Journaling, reading, crafts, and skits
- Applying “Leave No Trace” ethics

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High School Leadership Training Course (H.S.L.T.C.) **11 days for 9th – 12th grades**

Co-lead your friends as you spend 5 days hiking and canoeing together. The Manice staff are here to support you through these exciting challenges that prepare you to use your leadership skills both in the outdoors and in your daily life!

H.S.L.T.C is an intensive 11-day experience promoting self and community reliance while discovering existing leadership potential. Students will be challenged through workshops, team-focused problem solving, and leadership applications – both on campus and during a student led, staff guided 4-night hike on the renowned Appalachian Trail and exciting nearby rivers.

HSLTC includes

- Workshops on leadership, decision making, communication, group & social skills, conflict management & cultural awareness
- Wilderness navigation and orienteering
- Emergency preparedness and procedures
- Equipment selection & usage
- Natural history lessons & environmental debates
- Leading the group for a day with a peer
- Daily journal reflections
- Evening discussions about leadership styles and group dynamics
- Self, peer, and staff course evaluations designed to relate achievements to everyday life

B.R.I.D.G.E Course – 2 days for 9th – 12th grades **(Offered every other year)**

Lead a 7-night expedition into the wild to prepare for a career in leadership, outdoor education and wilderness navigation.

Our Bringing Reward and Investment to Developing & Growing Educators (B.R.I.D.G.E) program offers select graduates from Session 4 an opportunity for early professional development in leadership, outdoor education and wilderness navigation. Students who apply should have a passion for the outdoors and a sincere interest in professional placement in outdoor, environmental science and education fields. Participants plan and lead their 7-night expedition into the wild with seasoned instructors. Adapted from a nationally recognized curriculum, this course involves:

- Outdoor leadership and educational methods
- Studying local ecology
- Journal activities with a mentor & self-reflections
- Early mastery of wilderness skills

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New Youth Conservationists - Making A Difference In The City

Instilling a Sense of Place, Belonging and Stewardship

Imagine spending your weekend knee-deep in the Bronx River, surrounded by new and old friends working together to protect and preserve beautiful spaces. You don't have to leave NYC to find wildlife. Get outside, get active and get excited about science and nature with an energetic community of new and old friends!

Christodora's award-winning New Youth Conservationists (NYC) program meets after school and on weekends to perform weeding, planting and clean-up tasks, conduct ecological research and enjoy field trips to natural sites around the city. Some projects include restoration of the Bronx River over its mile-long stretch through the New York Botanical Garden and constructing a nature trail in the Bronx Park.

Join the Citizen Scientist Community!

Take what you've learned at Manice or in the classroom about being a "conservationist" and use it to make the city a better place. New Youth Conservationists is a great way to reunite with camp buddies, make new friends, and even fulfill required high school community service hours.

Session dates

After school and weekends, September through May, respectively.

Limited spots available - Applications open in September

In June 2008, NYC students were the proud recipients of the 2008 Congressman Jose E. Serrano Award for Youth Leadership "for their leadership and initiative in the restoration of the Bronx River."

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ATTENTION SENIOR STUDENTS!

Summer/Year-Round Interns: Development/Event Planning, Database/Salesforce & General Admin

Christodora has internships available year-round. We are committed to creating an excellent professional/educational experience in the areas of environmental education, nonprofit strategy and management, event planning, database administration and development. We are looking for smart people who want to roll up their sleeves, sharpen their skills and learn. Enthusiasm, follow-through, attention to detail and an ability to work well with a variety of people are required. Excellent writing skills strongly preferred.

Interns have the ability to work in one or several of the below areas depending on interests and aptitudes.

Time

Hours can vary; schedules will be mutually agreed upon. Some weekend availability strongly preferred for assistance with programs on Governors Island.

Deadline for intern applications

Rolling

Development

Fundraising & Event Planning: Learn about donor cultivation and the intricacies of event planning for the “Christodora Campfire”, our autumn gala and largest fundraiser of the year, with approximately 300 guests!

- Research and procure items for silent and live auction, including outreach to vendors/donors, follow-up with benefit committee, maintaining auction tracking spreadsheet, creating display boards
- Help us expand our outreach and research/follow up on opportunities for individual and institutional giving: research contact information and potential sponsors, honorees and donors
- Manage mailing lists: follow-up with committee members and update addresses, organize email addresses for electronic communications, organize addresses for save-the-dates and benefit invitations
- Assist with thank-you letters and other correspondence
- Track donations coming into the organization and analyze giving history
- Help with gala program and other marketing communications materials

This internship involves excellent writing and communication skills, attention to detail, database maintenance and other general administrative duties.

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Database/Salesforce Administration

This intern will have the opportunity to learn the ins and outs of Salesforce, the powerful cloud computing tool, as you help Christodora to organize student and donor data. Some experience with Salesforce is preferred but not essential as long as you have a strong grasp of computer usage, are a systems thinker, enjoy manipulating data and are serious about learning.

It is essential that this intern has a high level of attention to detail and accuracy. Some of our database interns have gone on to find employment with skills learned about the Salesforce platform.

Christodora also works continually to define the Outcomes of its programs and to develop metrics to allow us to track those outcomes. The IT intern may help with compiling and analyzing program evaluation information.

- Excellent Microsoft Excel skills required.
- Time: At least 3 days/week, start/end dates flexible
- Start Date: May 18 preferred for summer interns; rolling applications also accepted
- End Date: Open-ended
- Deadline for intern applications: Rolling
- Candidates: Undergraduate or graduate students and recent graduates.

General Program & Administrative Support:

We are a small non-profit that accomplishes a lot for our students so we all wear many hats! All interns have the opportunity to learn about the following areas and assist as appropriate.

- Help with logistics of weekend programs on Governors Island with Christodora students and the general public – Includes participating in ecology and team-building activities with our students
- Assist with website and social media marketing
- Assist with camp registrations and on departure and return days
- General: phone coverage, processing student paperwork, special projects

Christodora is an equal opportunity internship site and is committed to maintaining a non-discriminatory work environment. Christodora does not discriminate against any intern or applicant on the basis of race, color, religion, sex, national origin, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by applicable law.



THE NEW YORK BOTANICAL GARDEN

Internships in Plant Science at The New York Botanical Garden

Each year, the Botanical Garden places 25 – 30 post-graduate, undergraduate, and high school interns in its diverse programs in plant science. Working directly with Garden scientists and their technical teams, interns participate in cutting-edge research in systematic botany, molecular phylogenetics, structural botany, genomics, bioinformatics, geographic information systems, and economic botany. Internships offer a taste of the culture of plant research, allow students to explore their interests in science, and provide excellent educational experiences to include in resumes.

Full-time unpaid summer internships are available, as well as part-time unpaid internships during fall and spring semesters. A small number of paid internships may become available for summer 2019. The 10-week summer internship program includes weekly enrichment activities and skills workshops that aid in students' professional development and provide full exposure to the research activities in plant science at the Garden.

The Selection Process

Scientist mentors submit potential internship projects to an intern selection committee on an ongoing basis. The selection committee reviews internship applications three times a year, with the goal of placing a competent and diverse cohort of interns in Science each year during spring, summer, and fall.

Candidate application forms and submitted one-page letters/statements of interest are used for matching candidates with submitted projects.

As necessary, interviews (live and/or phone) are conducted with potential mentors as part of the application process.

Candidates are given brief internship project descriptions prior to interview/s with potential mentor/s. Applicants are notified of final decisions by early December for spring internships, mid-April for summer internships, and early August for fall internships.



Wave Hill: A Public Garden & Cultural Center, Bronx, NY

Program Description

The Forest Project continues to be one of Wave Hill's signature programs. This paid summer internship gives high school students an unparalleled opportunity to learn about ecology in an urban setting. Throughout the summer, interns gain hands-on field experience and participate in a dynamic, field-based course. Guest speakers, field trips and special projects contribute to an immersive and rewarding summer. The work is demanding but satisfying – building and maintaining woodland trails, removing invasive plant species, shoring up eroded slopes and helping to document the process of restoring the disturbed woodland toward a more balanced state. Team-building activities help create a strong sense of community and connection both to fellow interns and to the collective mission.

Wave Hill offers three internships for high school students

- Forest Project
- Woodland Ecology Research Mentorship
- Family Art Project Internship

** See online for details, wage information, and application process

Speak with the La Salle Works Director for more information and application process!

Government, Law & Politics



The Office of NYC Councilman Antonio Reynoso District 34, Chair Committee on Sanitation & Solid Waste Management

Job Description

- Student intern will report to the Chief of Staff and will be responsible for whatever tasks are assigned.
- Must be prompt and professionally dressed.

Time Commitment

- Fall & Spring opportunities available
- The Intern to the Councilman will be required to work 10 – 15 hours a week.
- Specific hours/schedule must be determined at the beginning of the internship.
- The internship is flexible with time, days and length. An ideal candidate will commit to one semester.

Qualifications

- Students in good academic standing
- Punctual and consistent attendance
- Professional work habits
- Proactive and enthusiastic attitude
- Ability to multitask and prioritize given assignments

Compensation

- Unpaid



Assemblymember Harvey Epstein – Assembly District 74

State Assembly Member Harvey Epstein represents the East Side of Manhattan, including the neighborhoods of the Lower East Side, East Village, Alphabet City, Stuyvesant Town/Peter Cooper Village, Murray Hill, Tudor City and the United Nations.

Harvey has been a public interest lawyer in New York City since graduating from CUNY Law School in 1994. Throughout his career serving our city, Harvey has worked on critical economic development and housing issues; at the same time, he has worked tirelessly on dozens of pieces of legislation that help the lives of everyday New Yorkers. Specifically, Harvey's efforts during the five years he served as a tenant member of the Rent Guidelines Board were instrumental in successfully orchestrating the first rent freeze for one-year leases in the 47-year history of the Rent Guidelines Board.

An experienced leader and community organizer for social justice, Harvey has been civically active and has served as PTA president for his children's elementary school. Harvey resides in the East Village with his wife, Anita, two children, Leila and Joshua, and their rescue dog, Homer.

The office of Assembly Member Harvey Epstein is seeking dedicated, detail-oriented, and organized students who are passionate about public service. Those applying should be self-motivated and able to complete tasks in a timely manner, as well as being comfortable taking constituent phone calls.

Internships are 20 hours per Semester and Letters of Recommendation are given for a job well done!

Responsibilities include:

- Answering phones and taking detailed messages
- Greeting all office visitors
- Meticulous data entry
- Collaboration with the team on special projects and events, including but not limited to:
 - Prepping for Press Conferences
 - Staffing Harvey at an event
 - Tabling at community events
 - Assisting with constituent casework
 - Research on community issues
 - Drafting constituent communications
 - Attending community events when needed

Fall & Spring opportunities available!



The American Legion Boys' State Of New York

The American Legion Boys' State of New York, Inc., which is sponsored by the American Legion Department of New York, is a citizenship training program designed to meet your needs and to give you an insight into our democratic form of government. Its purpose is to inspire and instill in you a deep sense of responsibility and obligation by educating you in the principles of democracy and by teaching you the duties, privileges and rights of American citizenship.

The Boys' State Program has been founded on the "learn by doing" concept. By actually operating your own government, you will leave Boys' State with a clearer view and a better understanding of the functions of our government agencies. As nearly as possible, the government of the American Legion Boys' State of New York, Inc. Is patterned after the city, county, and state governments of the State of New York.

Mentoring youth is one of the four pillars of The American Legion. We like to sponsor opportunities for youth to excel, develop skills, experience team work, and grow as leaders.



Boys State

Nominate a teen boy to one of the most rewarding experiences of his life. He'll spend a week preparing for championship competitions in a variety of sports, learning about government at all levels, and running for office. He'll be trained by Marines and mentored by counselors from business, education and legal fields. It's a week that could change their lives!

Junior ROTC

The American Legion is a strong supporter of Junior Reserve Officer Training Corps (JROTC) and ROTC across the state. Legion posts present medals to the top JROTC and ROTC students in their area. The Department honors a JROTC Cadet of the Year with an award and scholarship.

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Junior Law Cadet

The American Legion's Junior Law Cadet Program educates youth about law enforcement and instills a newfound respect for law enforcement professions. Participate in your local American Legion Junior Law Cadet program to gain first-hand experiences and insight into the operations of law enforcement agencies.

Oratorical Contest

Challenge our high school youth to improve their speaking skills and to develop a deeper appreciation of the Constitution of the United States. Winners at all levels – local, regional and state receive scholarships. At the state level, the first place winner gets a \$6,000 scholarship.

Scholarships

The American Legion offers a number of scholarships and other resources to assist young people in their pursuit of higher education. There are opportunities for everyone, including kin of wartime veterans and participants in Legion programs. Contact your local post or auxiliary to find out about local scholarships.

The Department of New York offers the **Richard M. Pedro Memorial Scholarship** for high school seniors. Deadline is June 15.

The New York American Legion Press Association (NYALPA) offers the **Albert M. Becker Memorial Scholarship** for a high school senior or graduate planning to pursue a degree in a communications field. Annual deadline is April 15.

The American Legion offers the **Legacy Scholarship** for children whose parents are killed while serving their country.

For info on other national American Legion scholarships,

Scouting

Your local post may be a sponsor or supporter of the Boy Scout program. Talk to your local post to find out more.

***** Visit online for more information on areas of interest and application process. *****



The District Attorney's Office of New York County

High School Internship Program

The New York County District Attorney's High School Internship Program is a rigorous six-week internship that provides students with an insider's view of the criminal justice system.

For 27 years, the program's interns have represented a variety of public, private and parochial schools from the diverse communities of Manhattan.

We are currently accepting applications from bright and promising students who are interested in serving their communities. Interns are paid a \$175 weekly stipend.

Every intern is assigned to a unit within the office and helps Assistant District Attorneys and other staff members with their work.

Interns also attend presentations and trips and participate in a mock trial competition.

Eligibility

- Applicants must reside in Manhattan or attend a school in Manhattan
- Applicants must be sophomores, juniors or seniors in high school
- Applicants must commit to attend the entire program Monday – Friday from 9:00 am – 4:30 pm, Dates TBD

Applicants must submit the following application materials

- An application form
- A one-page resume
- An essay, no longer than 300 words, discussing a goal or project that reflects your interest in criminal justice
- A letter of recommendation. A second letter of recommendation may be provided, if desired.

Only completed applications will be reviewed.

Interviews will be scheduled on Saturdays and some weekday afternoons.

Not all applicants will be interviewed.



The Sonia & Celina Sotomayor High School Judicial Internship Program

The High School Division of the Sonia & Celina Sotomayor Judicial Internship Program encourages diverse and underrepresented high school students from communities among the five New York City boroughs to pursue careers in the law.

In the summer, a select group of high school students will participate in judicial internships in state and federal courts, educational workshops, and mentorship opportunities. The students will intern with a state or federal judge located within one of the five New York City boroughs from Monday through Thursday for four weeks. The hours will likely be 9:00 am – 4:00 pm, subject to the individual judge's discretion. On Fridays, the student interns will meet for educational and professional development workshops at the Thurgood Marshall Courthouse, 40 Foley Square, New York, NY from 10:00 am – 2:00 pm. Students are expected to honor these time commitments to participate in the program.

Qualifications/Requirements

- Current 11th grader (rising seniors in the Summer of 2020)
- Reside in and attend school in Brooklyn, Bronx, Manhattan, Queens, or Staten Island
- Minimum GPA of 82%
- Application, transcript, essay, teacher recommendation, and resume (which includes a list of extracurricular activities)
- Available to attend in-person program orientation

About the SCS JIP High School Division

The Sonia and Celina Sotomayor High School Judicial Internship Program was founded in 2014 by Celina Cabánas part of her work with the Ms. JD Fellowship Program. With the guidance and support of Second Circuit Judge Denny Chin and the Justice Resource Center, the Program hosted seventeen students its first year, and it more than doubled in size its second year. In August 2015, the Joint Minority Bar Judicial Internship Program merged with the high school program to form the Sonia and Celina Sotomayor Judicial Internship Program, adding a law school internship component. As part of this merger, high school students have access to an expanded network of judges, law students, and mentors.

Students will apply online as application process opens for current school year!

Dougherty, Ryan, Giuffra, Zambito & Hession – Attorneys and Counsellors at Law

Dougherty, Ryan, Giuffra, Zambito & Hession is a civil practice law firm specializing in admiralty law, general litigation defense, both trial and appellate practice. The firm actively practices in all Courts in New York, the Federal Court system and is rated AV by Martindale-Hubbell and is listed in Best's Directory of Recommended Insurance Attorneys.

The legal profession demands well-developed knowledge and expertise, as well as sound judgment, and, perhaps most importantly, the ability to understand a client's objectives. From the founding of the firm in 1944, we have sought versatile individuals who have the insight to adapt these attributes to all situations within its practice.

Job Title

Legal Intern

Job Description

- Duties will include filing, copying, and faxing various legal documents.
- The ideal candidate should be very flexible, diligent, cooperative and dependable.
- 250 Park Avenue, 7th Floor, New York, NY

Qualifications

- Computer savvy with Microsoft Excel, Word, Adobe PDF
- Students in good academic standing
- Punctual and consistent attendance
- Professional work habits
- Proactive and enthusiastic attitude
- Ability to multitask and prioritize given assignments

Time Commitment

10 – 20 Hours Per Week

Start Time

TBD

Compensation

Paid Stipend



Leahey & Johnson, P.C. Attorneys at Law

Organization Description

With more than sixty years of proven success in and out of the courtroom, Leahy & Johnson, P.C. is the preeminent trial and appellate law firm in New York City.

Job Title

Legal Intern

Job Description

- Duties will include filing, copying, and faxing various legal documents in addition to other various tasks.
- 120 Wall Street, New York, NY 10005

Qualifications

- Must be 16 years old with approved working papers
- Students in good academic standing
- Punctual and consistent attendance
- Professional work habits
- Proactive and enthusiastic attitude
- Ability to multitask and prioritize given assignments

Time Commitment

3 – 6 days per week (most week days and some Saturdays)

Start Time

TBD

Compensation

Paid Internship – Amount TBD

Health Care



ICL Institute of Community Living under Health Care

Our Mission

ICL's mission is to assist individuals and families affected by or at risk of mental illness or developmental disabilities with integrated comprehensive care designed to improve their wellbeing, recovery and participation in community living.

Our Vision Statement

- ICL will continue to be a trusted leader providing a variety of services for the people it serves to participate in the benefits of community living.
- ICL will be caring, committed, diligent, ethical, efficient and dedicated to empowering people to achieve their fullest potential.
- ICL will work to improve communities by fostering acceptance, inclusion and hope.
- ICL will provide the most innovative, integrated and effective healthcare services to every individual and family it serves.

Our Values

Consumer Values

- Inclusion
- Individualization
- Independence
- Productivity

Programmatic Values

- Programmatic Excellence
- Operational and Fiscal Integrity
- Cultural Competence

We are currently seeking an intern to work in fundraising and communications at the Lower Manhattan headquarters of ICL, assisting the vice presidents for development and communications to build up the donor database and support activities related to our spring gala and produce and disseminate communications materials.

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Responsibilities may include but not limited to

- Database Updating: contacts in Salesforce, creating event pages on event management sites and creating email blasts to go out to the database.
- Financials: Track expenses, preparing receipts, tax letters and donor invoices.
- Communications: Assist on in-house mailings and digital solicitations; email and phone communication with Gala honorees, chairs, donors and attendees
- Work with event supporters to assist with fundraising, incentives and outreach.
- Post announcements and news on social media sites, i.e. Facebook and Twitter

Job Requirements include

- Working knowledge of Microsoft Word, Excel and PowerPoint and Adobe Photoshop
- Highly organized, able to set up systems for sharing information, photos and videos
- Excellent written/verbal communications skills for interacting with donors
- Must be flexible with last minute assignments
- Able to multi-task and meet deadlines
- Knowledge of or able to learn Salesforce database management system
- Hours flexible – minimum 2 days per week (3 – 4 hours per day) January through May, possible summer internship/employment
- Compensation \$15 per hour. May be alternative to grant academic credit.



High School Student Internships

DOROT is a nonprofit organization whose goal is to alleviate social isolation and provide concrete services to older adults. For more than four decades, DOROT has been an innovative leader in the fields of aging services and volunteerism. DOROT's diverse set of programs, as well as our focus on providing intergenerational connections to seniors, has ensured that DOROT's clients have access to the resources they need to age with dignity, independence, and grace.

Vision

DOROT will be an innovative leader in mobilizing volunteers of all ages to improve the lives and health of the elderly, addressing the challenges of an aging society.

Mission

DOROT alleviates social isolation among the elderly and provides services to help them live independently as valued members of the community. We serve the Jewish and wider community, bringing the generations together in a mutually beneficial partnership of elders, volunteers and professionals. Our work provides an effective model for others.

School Year Internship Opportunities

Throughout the year, DOROT welcomes approximately 100 high school students to participate in our teen internship programs, where their community service is both valuable and needed. Interns receive training and supervision and volunteer in small groups to connect and help older New Yorkers. Through a variety of hands-on experiences in the community and onsite at DOROT, interns develop leadership skills and provide meaningful social connections with older adults.

Logistics: Winter/Spring Session

February 4 – May 23

- 1 day a week (Monday – Thursday)
- 2 hours a day (after school – no later than 4:00 – 6:00 pm)

Teen Interns may

- Visit clients in their home for companionship
- Coach clients to use computer, iPads and other types of technology
- Play chess, cards, scrabble, and other games with clients
- Deliver birthday cakes
- Participate and lead a weekly intergenerational discussion group of current issues
- Assist with on-site programs and administrative need

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What expenses are associated with the program?

There is no charge to intern with DOROT. Interns are expected to cover their own travel expenses and should plan to use their metro cards 2 times a day. Stipends are available toward travel costs.

Summer Teen Internship Program 2019

DOROT's Summer Teen Internship Program offers two four-week sessions for high school students. Through a competitive process, we choose up to 20 interns for each session. Summer interns are expected to volunteer with DOROT during the academic high school year.

Who is Eligible?

Rising sophomores through rising seniors.

Logistics

Session 1: June 24 – July 18 (exceptions made for Regents exams)

Session 2: July 22 – August 15

The internship is 4 days a week, Mondays – Thursdays, 10:30 am – 5:00 pm.*

*On the last day of the internship, the day ends at 6:30 pm.

What expenses are associated with the program?

There is no charge to intern with DOROT. Interns are expected to cover their own travel expenses and should plan to use their metro cards 2 – 4 times a day. Stipends are available toward travel costs.

The Internship program covers the following:

- Student screening and interview
- Orientation and training
- Internship oversight, coaching and supervision
- Snacks and program supplies
- Letter of completion and college recommendation

Application Process:

Applications are accepted on a rolling basis beginning in December. We encourage applicants to apply early, as spots will likely fill up prior to June 1st. Interns can only participate in one session and applicants need to select their preference on the application.

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What happens during the summer internship program?

Each morning interns gather together at DOROT for their daily assignments. The first day of each session will include an orientation and training. On Thursdays the interns gather for lunch, group reflection and occasional guest speakers.

Teen Interns may:

- Visit seniors in their home for companionship
- Teach seniors how to use a computer, iPad, iShuffle, and other types of technology
- Celebrate seniors' birthdays
- Deliver meals to seniors
- Send birthday cards out to seniors
- Read to visually impaired seniors
- Shop and deliver groceries to seniors
- Play chess, cards, scrabble, and other games with seniors
- Assist with office work at DOROT
- Have the opportunity to plan, run and implement an intergenerational game day or museum trip
- Visit DOROT's Homelessness Prevention Program and take part in cooking a meal for the seniors who live in our transitional housing facility

Session 1 Highlights: June 24 – July 18

Please note that Session 1 is for teens who identify as Jewish, or who have a parent or grandparent who identifies as Jewish.

- Explore social justice and Jewish communal connections within the context of volunteering
- Documentary filmmaking through a partnership with Old School Films. Experienced film makers will teach fundamentals of film production and train interns to interview older adults on camera, and then make a short documentary based on the interview. No experience necessary.
- Lead a weekly discussion group with homebound seniors: "Same and Different – Jewish Traditions and Experiences" via teleconference.
- Participate in a weekly intergenerational class: "Jewish Perspectives on Important Issues in the News".

Session 2 Highlights: July 24 – August 15

- Intergenerational Theater Program. Interns will work with seniors to share stories of life experiences through performance art
- Lead a weekly discussion group with homebound seniors on contemporary issues, such as current events or technology, via teleconference.
- Intergenerational arts and crafts class.



The Brooklyn-Queens-Long Island Area Health Education Center (BQLI-AHEC)

The Brooklyn-Queens-Long Island Area Health Education Center (BQLI-AHEC) is a non-profit 501 (c) (3) organization established in August 2003. The Center is one of three New York Metropolitan Region AHECs that were developed to address the health workforce issues in underserved communities.

Summer Health Internship Program (SHIP)

The Brooklyn-Queens-Long Island Area Health Education Center (BQLI-AHEC) Summer Health Internship Program (SHIP) is a six-week opportunity for underrepresented and/or economically disadvantaged high school and college students. This program exposes students to a variety of careers in the health field as well as various health issues affecting their communities.

The Summer Health Internship Program (SHIP) runs from July through August. For six weeks, selected participants are committed to work at their designated clinic or hospital for three days per week, 9:30 am to 3:30 pm. In addition, there will be a mandatory workshop once a week.

The workshops will encompass a full day (9:30 am to 3:30 pm) and will include: health related lectures, job readiness skills, field trips, and other health related activities. Selected participants are also required to take part of a team collaborated health themed project. At the end of the program, the participants will be required to attend a mandatory closing ceremony, and present his/her final project.

The program provides

- Exposure to health care professionals as workshop presenters
- Exposure to health issues affecting the Brooklyn, Queens, and Long Island catchment areas
- Regular interaction with health care professionals
- Newfound connections, job readiness skills, and insight into health care
- Mentorship opportunity
- Volunteer hours (144 hours upon completion)

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Criteria for Participation

Students must be 16 – 20 years of age by the start of the program.

- Rising junior/senior in high school or freshman/sophomore in college.
- Permanent residence and/or attend school in Brooklyn, Queens or Long Island.
- United States Citizen or permanent resident status.
- Sincere interest in the health field.

Must complete the entire six-week program/requirements

- Three days a week internship at a local hospital, health clinic or a healthcare related community based organization
- One day a week dedicated to didactic workshops
- Final group project presentation

Application Process

- New username
- Complete online application
- Upload a 600 word essay (Microsoft Word document)
- Upload a resume (Microsoft Word document)
- Mail two separate sealed letters of recommendation with signature across the flap in one package



Memorial Sloan Kettering
Cancer Center

Memorial Sloan-Kettering Cancer Center Summer Student Program

The Human Oncology and Pathogenesis Program (HOPP) Summer Student Program is designed for high school students who are interested in pursuing careers in the biomedical sciences.

The program is focused on two distinct areas

- Independent research and a stimulating learning environment
Students will have a chance to take part in independent research projects under the direct mentorship and guidance of a HOPP principal investigator (PI). The PI matches each student with a mentor – typically a senior member from the lab, such as a postdoctoral fellow, graduate student, or research technician. At the end of the summer, the students will be expected to present their research project at a poster session.
- Extracurricular events, tours, training, and luncheons
The students will also have the opportunity to explore outside of the laboratory by participating in a variety of events. These extracurricular activities contribute an additional facet to the internship and allow them to become fully immersed in the world of translational medicine and research. The events are hosted by programs throughout Memorial Sloan Kettering, including the Office of Diversity, various Memorial Hospital clinical departments, and Human Resources.

If you are a high school student who is interested in science, our summer program offers an opportunity to work in a state-of-the-art laboratory facility and explore the kinds of questions that researchers are asking today. In addition, you will have a chance to expand your network of connections with other students and learn more about departments involved in clinical research at Memorial Sloan Kettering.

Ultimately, the HOPP Summer Student Program offers students a chance to discover what careers in science are like, make advances toward future career goals, and contribute to the mission of the Human Oncology and Pathogenesis Program and Memorial Sloan Kettering Cancer Center.

Who is Eligible

HOPP seeks high school students in the New York City Tri-State area who are intelligent, self-motivated, and passionate about science to join our Summer Student Program. We encourage students from disadvantaged and underprivileged backgrounds to apply.

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Memorial Sloan Kettering
Cancer Center

Additionally, students must meet the following criteria

- Completion of at least the ninth grade by designated deadline
- A genuine interest in science and laboratory research
- A 3.5 grade point average in science subjects
- Eight-week commitment to the program
- Submission of application materials by the deadlines (see brochure)
- Eligible to work in the United States
- Must be 14 or older by June 2019



Wyckoff Heights Medical Center

Welcome to the Volunteer Services Department of Wyckoff Heights Medical Center. Choosing to be a volunteer or intern at Wyckoff can be a rewarding and educational experience. Whether you are committing your time for community service, school requirements, self-education, or out of the kindness of your heart, all efforts are fully appreciated by hospital personnel.

The Department of Volunteer Services recruits and trains volunteers from the community for placement within the hospital in temporary and permanent, non-clinical and selected clinical positions, thereby assisting various departments within the hospital to fulfill their role in providing “Excellence in Care Through Prevention, Education and Treatment in a Safe Environment”.

Volunteers are assigned depending on a combination of their interests, skills, and hospital needs. Duties vary depending on the department each volunteer is assigned to.

Volunteer Events & Benefits

- Volunteer Recognition Day
- References provided to volunteers after 100 hours are completed
- Complimentary meal each day you volunteer
- “On The Job” Training
- Invitation to the hospital’s special events

If you would like to volunteer

If you are interested in being a volunteer, please complete the appropriate application below. Kindly contact Larissa Rivera (718) 963-7110 for an interview appointment.

- Junior Application (Ages 14 – 17)
- Adult Application (Ages 18+)
- Medical Release Form

Please be advised that both the Adult and Junior applications contain two recommendation forms .

If you are applying to participate in traditional volunteering, at least one recommendation needs to be professional (which includes employment or school), the other can be a personal recommendation. If you are applying to do an internship , both recommendations need to be written by professionals (professors, counselors, advisors, etc.) from the institution that requires the internship.

Public Service



NYPD Summer Youth Police Academy

The NYPD Summer Youth Police Academy is one of several innovative, effective programs that the Department provides for young people in New York City. The program gives young individuals between the ages of 10 and 16 the opportunity to train with police officers during the summer, leading to positive relationships between the Police Department and the city's youth.

Participants attend the Youth Police Academy in the borough of their residence, five days a week for six weeks, from 8:30 am until 2:00 pm. Police Officers conduct classes that include lectures, role-plays, and demonstrations in the areas of law, behavioral science, drug prevention and gang resistance. The program also provides participants with lunch, uniform shirts, and field trips. Students engage in military drills like those done in the Police Academy and go on field trips to police facilities. Transportation is provided for the field trips although the sites are accessible by public transportation.

The Summer Youth Academy

- Enhances responsible citizenship.
- Provides positive interaction with police officers and educates young people about the challenges and responsibility of police work.
- Encourages young people to take part in other youth programs offered by the Police Department such as: the Law Enforcement Explorers, Police Cadet Corps and the Police Athletic League.

NYPD Law Enforcement Explorers Program

Mission

Law Enforcement Exploring is a community service, career-oriented program designed to educate young men and women, ages 14 – 20, about Law Enforcement.

Exploring reaches out to New York City's young adults in every community to help build up relations between the community and New York City Police Department.

Explorers are taught the importance of higher education, self-discipline, and respect for authority while they actively participate in community service projects and other Exploring events.



Methods

Exploring relies on three primary methods to attain its goals: youth leadership, positive adult role models, and the five Exploring Experience Areas.

Youth Leadership

The Explorers elect their own officers and are promoted within a rank structure. Explorers will plan and execute most of their activities. This process will encourage Explorers to see how their self-discipline can either help or impair the group.

Positive Adult Role Models

The positive interaction of Explorers and Law Enforcement Officers help young adults see officers as real people, and affords opportunities to build positive relationships between the New York City Police Department and the communities of our city.

Five Experience Areas

Exploring feels that an appreciation and commitment to the following areas are crucial to the development of all young people: Life Skills, Service Learning, Character Education, Leadership Experience, and Career.

Competitions

Annually, nearly 2,500 young men and women from all 50 states take part in the week-long Law Enforcement & Fire/EMS Explorers Conference to learn law enforcement and fire/EMS skills and tips from some of the highest ranking law enforcement and fire/EMS officials in the country.

For young men and women aged 14 – 20 who are interested in careers in the field of law enforcement and fire/EMS, Exploring offers experience and competition-based learning with lots of fun, educational, hands-on activities that promote personal growth, teamwork and development of adolescent youth.

Lesandro “Junior” Guzman-Feliz Memorial College Scholarship Fund

The NYPD has established a scholarship fund, through the generosity of the Police Foundation, in memory of Lesandro “Junior” Guzman-Feliz. The \$10,000 award will be presented to two Explorers in the amount of up to \$5,000 each. The award will be used for tuition and/or school expenses at an accredited college or academic institution during the upcoming semester.



National Hispanic Institute

NHI is a leading organization that fosters future community leaders for the expanding Latino community throughout the United States and Latin America. NHI creates experiences that engage achieving high school and college age youth in community leadership roles that advance our quality of life. The National Hispanic Institute provides its youth with a continuum of leadership opportunities that begin at the ninth grade and continue through undergraduate college studies. This eight-year process begins with the Great Debate, continues with the Lorenzo de Zavala Youth Legislative Session, the Collegiate World Series, and, finally, the Collegiate Leadership Network.

Every summer, high school students from around the country travel to colleges and universities to participate in each type of unique NHI leadership program.



FOR HIGH SCHOOL FRESHMEN: The Great Debate

As ninth graders, we invite you to join an international youth organization dedicated to excellence and community leadership. Our focus is to develop students who want to play a key role in bringing about prosperity and opportunity in their home Latino communities. The National Hispanic Institute, since 1981, has worked with over 80,000 hard-working students who aim to realize their full potential as community leaders. We support the dreamers who see themselves doing more than simply having a job in the future. They see themselves as leaders, change-makers, and ultimately, leaving a legacy. All backgrounds may participate with NHI, but the nearly 1,000 annual freshman participants primarily come from a diverse group of U.S. Latinos, Dominicans, Puerto Ricans, Mexican-Americans, Panamanians, Mexicans and other Latin American countries. Participants are academically motivated, they hold at least an 85/100 grade point average and are nominated by their schools or an NHI alumnus. Statistically, 98% of participant attend college, 98% of them graduate within four to five years and 67% continue into advanced studies.

Through a residential leadership experience called the Great Debate, you can expect to:

- Advance your communication skills
- Manage yourself in a multicultural environment of students
- Express your ideas among your peers
- Increase your self-confidence in public speaking
- Increase your capacities to think critically and analytically
- Learn to use self-evaluation as a tool for improvement

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Each Great Debate invites between 150 – 280 students to discuss and debate important issues related to the Latino community. The idea is to increase your capacity to express thoughts, respond to intellectual challenges, work in organized endeavors and compete against equally competent peers. Beyond learning about important community issues, you gain a support network of NHI alumni, including education directors, mentors and coaches. These volunteers are former participants of the Great Debate and other NHI leadership programs like the Lorenzo de Zavala Youth Legislative Session and Collegiate World Series. They dedicate hundreds of hours of their time to advance your leadership readiness. In addition, our university hosts/partners invest in supplying their campuses and facilities to support your leadership development. As a Great Debate student, receive other opportunities as well – like participation as a volunteer mentor, opportunities to win invitations to Celebración, future programs and access to the NHI College Register network.

How to become a Great Debate Participant

Student must have a minimum 3.0/4.0 (standard) or 3.8/5.0 (weighted) or 85/100 GPA or 8.5/10 GPA, with firm intentions of going to college, then you qualify for admission. APPLY RIGHT AWAY – SPACE IS LIMITED!

How Much Does The Great Debate Cost?

Depending on the region of the country and university host, the Great Debate is estimated at a rate of \$1,200 – \$1,300 per student and well worth it. The good news is that your expected family/school contribution is only \$595 for 4-day Great Debates and \$645 for 6-day Great Debates, this includes a \$20 application fee and \$150 deposit. You may wonder, “How is this program so affordable when other programs charge as much as \$2,000 for a week?” The answer is simple, our university partners underwrite a large portion of the costs. We also have an annual team of investors and volunteers who contribute resources and donate their time. Together these resources help make the NHI tuition more accessible to families and school entities. In addition, applying early gives you more time to find resources for transportation. Space is limited, so stake your claim early with an upfront tuition payment or work with our team on another option.



FOR SOPHOMORES & JUNIORS: Lorenzo De Zavala Youth Legislative Session

Since 1982, high ability, high achieving 10th and 11th grade students have graduated from the competitive and transformative Lorenzo de Zavala Youth Legislative Session (LDZ) experience designed for future community leaders.

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You are invited to this eight-day intensive leadership experience filled with unexpected and unplanned challenges and hurdles. Known as “LDZ,” this experience is an opportunity for young people like you to learn how to navigate, manage and create large organizations by taking charge of your own youth government and proposing future community policies and projects.

No matter what careers LDZ alumni hold today – doctors, lawyers, politicians, artists, engineers, educators, business people, etc., – they recognize that their LDZ experience helped them develop skills to manage organizational culture and the use of formal protocols. They also recognize the need to seek out opportunities to be bilingual, bicultural and understand the changing dynamics of the emerging Latino population of the future. LDZ gives you a platform to test out your ideas and opinions, while also gauging your own leadership strengths and growth potential among your peers. Due to NHI’s hemispheric reach, this summer you will quickly start fomenting long lasting relationships and power networks with some of the West’s brightest and most promising minds. Colleges and universities will also be certain to recognize how as an LDZ student you carry that special star quality they look for in candidates who will become campus leaders.

How to Become a Delegate

Student must have a minimum 3.3/4.0 (standard) or 4.0/5.0 (weighted) or 88/100 GPA, with firm intentions of going to college, then you qualify for admission.

How Much Does LDZ Cost?

The LDZ is NHI’s flagship leadership development experience. With a history spanning over 30 years the LDZ has gained a reputation among hundreds of schools and institutions of higher learning including the publication of two doctoral studies documenting the results of the work. Depending on the region of the country and university host, the LDZ is estimated at a value of \$1,800 – 2,200 per student and well worth it. Even at this rate, NHI is still a real value in comparison to other weeklong leadership camps or conferences. The good news is that your expected family/school contribution is only \$795, which includes a \$20 application fee and \$150 deposit. How is this program so affordable, when other programs charge as much as \$3,000 for a week?

If you qualify for admission, our university partners underwrite a large portion of the costs before you even apply. We also have an annual team of investors and volunteers who contribute resources and donate their time. Together these resources help make the NHI tuition more accessible to families and school entities. In addition, applying early gives you more time to find resources for transportation. Space is limited, so stake your claim early with an upfront tuition payment or work with our team on another option.

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FOR HIGH SCHOOL SENIORS: Collegiate World Series

NHI is familiar with the fact that from one day to the next, high school seniors are expected to make the transition to independent adult life. The CWS prepares students for the emotional ups and downs of adapting to life away from their parents, making large financial investments, managing time effectively, understanding various cultures and lifestyles different from their own, and making critical decisions that eventually chart the course of their life journey.

For five days, the CWS shepherds students into the transition of going into independent mode – adulthood – and the responsibilities that come with it. Inquiry Based Learning (IBL) is the core methodology of this program, which engages students in an investigative and question-driven approach to mapping out the next 12 to 60 months of their lives.

Of NHI's three high school leadership programs, the CWS represents the most serious and thought-provoking experience. It is also the program that tests students' ability to transform challenges into workable solutions.

How to Become a CWS Participant

If you are a college bound 11th grade student (graduating class of 2017) and have a minimum 3.3/4.0 (standard) or 4.0/5.0 (weighted) or 88/100 GPA or 8.8/10 GPA, with firm intentions of going to college, then you qualify for admission.

CWS Attendance Details

- NHI hosts the Collegiate World Series on the campuses of top university/host partners. Safety and student security are top priorities of the NHI staff, who work tirelessly with the campus safety team at each university to ensure that students are well cared for during the program.
- Upon arrival to the campus, students register and are assigned to stay in single-gender residencies with plenty of older mentors staying on each floor if students have special needs or concerns.
- Student tuition to attend the CWS is manageable – only \$625 for the five day program experience. This includes meals at the university cafeteria.



Want to enrich your own life and the lives of others? Spread the love of reading and learning, curiosity, and tolerance? Improve your local branch library? Join more than 2,000 volunteers who share their time, skills, and energy to strengthen the library community.

All Individual Opportunities

- Adult Literacy Tutors (ages 18+)
- After-School Homework Helper (ages 16+)
- BCAP Teens (14 – 17)
- Book Buddies (ages 12 – 18)
- Citizenship Exam Coach (ages 18+)
- Computer Coach (ages 14+)
- English Conversation Group Leaders (ages 18+)
- First Five Years Volunteers (ages 18+)
- High School Tutor (ages 18+)
- Librarians of Tomorrow (ages 15+)
- Reading Troubadours (ages 18+)
- Shelby White & Leon Levy Information Commons – Computer Coach (ages 18+)
- Shelf Organizers (ages 14+)
- Resume Coach (ages 18+)
- T4 – Today's Teens, Tomorrow's Techies (ages 14 – 18)
- Welcome Ambassador (ages 18+)
- Williamsburgh Library After-School Tutor with 826NYC
- Create Your Own Volunteer Assignment
- Night of Philosophy and Ideas (18+)
- Storytime Ambassador (18+)
- Summer Meals (14+)

Speak with the La Salle Works Director for more information and application process!

Museum/Arts



Kim Depole Design Studio

Kim Depole Design has unparalleled insight into the design needs of urban real estate developers and contractors. Top firms, including SJP Properties, Toll Brothers, and Simon and Schuster Publishing Company, come to KDD for innovative solutions on model residences, lobbies, lounges, amenity spaces and CEO offices. Our signature balance between aesthetic and functionality helps developers quickly style, brand, and ultimately sell their properties.

KDD also provides residential design consultation services for select clients, whose careers and lifestyles require the consistent and thorough attention of a professional team.

Internship Expectations

Internship candidate preferably has an interest in business, finance, marketing and a general inquiry in design and architecture.

- Positive and hard-working attitude
- Ability to work independently and in group settings
- Time management
- Highly organized
- Basic computer skills

The duties of the office are as follows:

- General office
- Filing accounting paperwork
- Vendor file set up
- Client project filing
- Maintaining client binders
- Design library data base detailing
- Petty cash data entry
- Social Media general review
- Developing contact lists
- Develop real estate marketing lists
- Maintain press materials
- Prepare press packages
- Create Mailchimp campaigns

Location

200 Bowery, New York, NY 10012

Compensation

Unpaid Internship



School-Year High School Internships

The Met High School Internship Program offers paid opportunities for students in grades 10 or 11 who either reside in or attend a high school or home school in New York.

The High School Internship Program allows you to connect with arts, museum, and creative professionals as you develop professional skills, network, and gain work experience during the academic year.

School Year

2019 – 2020

Application available

August 1, 2019

Deadline

October 25, 2019, 6 pm ET

Mandatory program dates

- Accepted intern and family reception: Saturday, January 4, 2020, 1–3 pm (interns should be accompanied by one parent or guardian);
- Bootcamp: Saturday, January 18, 9 am–5 pm
- Departmental placement: 40 hours total. Approximately 2 to 4 hours per week from January 21 to June 12. Exact schedule will be arranged based on the availability of the intern and the departmental placement supervisor. (You will enter information about your availability on the application.)
- Career Labs: Attend at least three of four Fridays, January 31, February 28, March 27, and April 24, 4:30–6:30 pm
- Mid-semester check-in: Saturday, April 18, 1–5 pm
- Teens Take The Met: Friday, May 29, 5–8 pm
- Final event planning meeting: Friday, June 5, 4:30–6:30 pm
- Final event and celebration: Friday, June 12, 5:30–7:30 pm

Apply online

(August 1 – October 25, 2019)

What Does a School-Year High School Intern Do at The Met?

The internship consists of:

Bootcamp Eight hours of trainings and workshops to prepare interns for the internship.

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The Metropolitan Museum of Art

Departmental placements Each intern spends 40 hours of the internship observing, assisting, and being supervised and mentored by a staff member in one of the Museum's departments. The placement is chosen according to the intern's interests and experience. (See Departmental Placement Descriptions for additional information.)

Career Labs: Curators, educators, designers, conservators, and other staff discuss their professional paths and roles at the Museum and lead workshops that help interns try out an element of their work.

Mid-semester check-in A four-hour session for interns to learn from each other's experiences and begin planning the final event.

Teens Take The Met Working The Met's big spring teen night, when teens drop in for numerous activities across the Museum, including art making, performances, music, and more. You'll also discover what you can do at over forty New York City cultural and community organizations.

Final event planning meeting A two-hour session for interns to plan and create the final event.

Final event Interns present an event to share the insights, experiences, and skills gained through their departmental placements with fellow interns and invited guests in interactive ways.



American Museum of Natural History Saltz Intern

What would it be like to dissect a telescope? How do snakes see in the dark? What ocean creatures provide over 50% of the oxygen that we breathe? Have you ever held a creature that could kill 30 people? Come explore these topics and more at interactive carts in the Museum's most popular Halls. If you have an interest in science and want to inspire Museum visitors, this is the program for you!

Consider becoming a Saltz Intern and learn to use equipment and technologies to guide visitors of all ages in investigations of artifacts, specimens, and the laws of physics. Use pieces of a telescope to explore how scientists view astronomical bodies in the Hall of the Universe, or discover how a snake's vision is similar to Infrared cameras. In the Hall of Ocean Life, dive into the tiny but powerful work of plankton, or pass around some poisonous sea creatures and their victims.

Participating in the Saltz Internship Program is an opportunity for you to meet Museum personnel, explore scientific content, learn valuable skills for working with and teaching learners of all ages, and have an impact on the experiences of thousands of Museum visitors.

Program Details

Academic Year – Application is Open!

Interns participate in 4 full-day MANDATORY Saturday workshops for science content, communication skills, and teaching skills at the beginning of the internship.

Saltz Interns complete 100 hours of visitor interaction and workshops over the course of one academic year running from October to May.

Interns work 4 hours each Saturday for 20 Saturdays throughout the academic year. Two shifts are available each Saturday: 9:30 am – 1:30 pm and 1:00 pm – 5:00 pm. (80 hours)

Interns attend 6 MANDATORY advisory sessions throughout the Academic Year from 4:30 pm – 6:30 pm on the following Fridays: November 30, January 18, February 8, March 8, April 5, May 10. (12 hours)

Interns work 1 – 2 public events during the year. (8 hours)

Interns receive a metrocard and uniform while in the program, and a stipend once the program has been completed.

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Eligibility and Prerequisites

The Saltz Internship Program is an intensive learning and work experience intended to build upon the Museum's (After School Program). Preference will be given to youth who have completed two After-School Program courses in life sciences, astronomy, or earth and planetary sciences, but all are encouraged to apply.

Saltz Internship applicants MUST

- Live in or attend high school in New York City.
- Be at least 14 years old by the start of the program.
- Have valid working papers.
- Submit online application and short answer responses via application link.
(Each Answer should be 1 paragraph of 4 – 5 sentences)
 - What do you hope to gain from participating in this science internship?
 - What science topic do you find most interesting? Why?
 - What career are you interested in and how will this experience at the Museum help you further your academic and career goals?



New York Historical Society Student Historian Internship Program

Student Historian interns are high school-aged students who use the resources of New-York Historical to conduct exciting research and share their scholarship through creative projects. Interns meet with professional staff to learn about careers in the museum, library, and history fields; work collaboratively with fellow students to develop their public speaking and leadership skills; and engage in hands-on work to deepen their understanding of American history and art. The theme of the program is *We the People: Democracy from Athens to America*

Program Dates

Summer: July 3 – August 8, Tuesday – Thursday, 10:00 am – 3:00 pm and additional Friday, July 5

School Year: November – June, every Wednesday, 4:00 pm – 6:30 pm (excluding NYC public school holidays)

Applications open in August.

Applicant Requirements

- Applicants for the academic year program must be in grades 10, 11, or 12; summer applicants must be entering those grades or their first year of college the following fall.
- Applicants must live in and attend school in the New York City metro area (includes the five boroughs of New York City, as well as areas of New York State, Connecticut, and New Jersey).
- Applicants must have parent/guardian consent to apply for this program.
- If accepted, interns must have a valid employment certificate (“working papers”) by the start of the program. For complete information about obtaining working papers, visit: <https://labor.ny.gov/workerprotection/laborstandards/workprot/wphmpg.shtm>.

Interns with demonstrated financial need may be offered a stipend to participate. All applicants attending NYC high schools will be considered for this opportunity. Unpaid internships will be provided for all other accepted students, with the option to receive community service hours or school credit.

Major support for the 2019 Student Historian Internship Program is provided by Richard Reiss, the Onassis Foundation USA, the New York State Council on the Arts with the support of Governor Andrew Cuomo and the New York State Legislature, and the New York City Department of Cultural Affairs in partnership with the City Council. Additional support provided by Placer Partners and Ray Lent, Managing Partner.

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Student Historian Internship Program: Teen Leaders

Returning Student Historian interns have the opportunity to participate in our second-tier internships as Teen Leaders, who may intern in one of three departments:

- Family Programs interns meet throughout the academic year to support DiMenna Children's History Museum's programming.
- Exhibition Curator interns research and plan a thematic historical exhibition during the academic year.
- Exhibition Educator interns develop and facilitate programming around the exhibit and its content over the summer.

Program Dates

Summer: July 3 – August 31, Wednesdays, Fridays, Saturdays, and Sundays, 10:00 am – 4:00 pm.

School Year: November – June, every Tuesday, 4:00 pm – 6:30 pm (excluding NYC public school holidays)

Applications open in August.

Applicant Requirements

Student Historians are invited to apply for this opportunity after successfully completing the first-tier Student Historian program.

All Teen Leaders are compensated at minimum wage.

Upon acceptance into the program, interns are required to provide documentation that they are legally allowed to work in the United States. For more information on required documents for employment, please visit www.uscis.gov/i-9.



The Queens Historical Society - Internships & Volunteering

High School

- Students can use this time to fulfill their community service requirements by assisting with Event Mailings, Education/School Tours, Research, Public Programs, and Special Events.
- All students are encouraged to apply and most of our internships focus on Education/School Tours, Public Programming, Collections/Exhibitions, Library Science, and special projects as needed.
- While focusing on these areas students will gain excellent first-hand experience with a desirable resume-building assignment in a museum setting.

Time Commitment

- Scheduling is flexible.
- Office hours are Monday through Thursday 9:30 – 5:00.
- Museum hours are Tuesday, Saturday, and Sunday 2:30 – 4:30.
- Students will always be supervised during these times.

Volunteering

- QHS thrives with help from our volunteers.
- Volunteers take on a central role in assisting with various aspects of the organization.
- Special events and public programming maintain high levels of success due to the diligence of our volunteers.
- Opportunities to volunteer within the administrative, education, and collections departments also exist.
- Special projects can be developed to meet specific interests.

Location

143-35 37th Avenue,
Flushing, New York 11354

Teen Programs



Teen programs at the Bronx Museum provide young adults with an open forum for the creative expression of ideas and dialog on issues affecting young people and the promotion of the Bronx as an important cultural, political, and artistic force.

Teen Summer

Created in 2012, Teen Summer explores the rich stories and culture of the Bronx community. Teens will:

- Develop digital audio and video production skills.
- Interview local residents, community leaders and professionals, and artists in order to document what makes this borough special.
- Create a video and poster to share their findings with a larger audience.
- Receive a stipend for travel/food/hard work!

Dates/times Dates TBD Mondays – Thursdays, 1:30 pm – 5:30 pm

Eligibility Teens ages 14 – 19

Application Deadline Space is limited, apply early spring!

Teen Council

Created in 2005, the Bronx Museum Teen Council makes contemporary art and culture accessible to urban youth. During this intensive after-school program, a group of thirteen high school teens work closely with Museum educators to create video productions; MuseZines, small publications; artist interviews; and exhibitions of teen artwork.

Structured around the production of MuseCasts, video productions available on YouTube and MuseZines, a small publication, Teen Council is comprised of a group of high school students working closely with instructors in the Museum's Media Lab.

Applications for Teen Council are available seasonally. APPLICATION NOW OPEN!

Deadline Speak with the La Salle *Works* Director for more information.



BCAPteen Photojournalism Summer Internship

BCAPteen is a two-week mini-internship blending digital media & communications, personal & professional skills, and the creative arts through the lens of photojournalism.

BCAPteens will learn about photography, complete visual storytelling assignments, develop an independent project, and create an online portfolio. Participants document the BCAP Summer Camp program and theme, and share this story through multiple forms of media. Independent projects will be on a subject of the artist's choice, and work from this project will be shared at a pop-up exhibition. BCAPteen interns earn a stipend and volunteer hours, while building skills, expressing their creative interests, and having fun. The program's home base is Brooklyn Public Library Central Library.

The summer 2019 theme is *Air, Earth, Wind, Fire: Dare to discover how the forces of nature can destroy or inspire!*

Application

Apply online February 1st – March 17th

Who Should Apply? Teens ages 14-17 with...

- Enthusiasm for photography and an eye for taking pictures
- Interest in exploring six awesome cultural institutions in the heart of Brooklyn
- Ability to work both independently and collaboratively
- Professionalism, maturity, and good communication with kids, staff, and visitors
- Commitment to work hard and have fun for two weeks, Monday – Friday, 9:00 am – 3:30 pm

Dates

Two-week sessions in July and August

July 1 – 12, July 15 – 26, or July 29 – August 9

(select your preferred dates when you apply)

Plus Orientation: TBD

Time

9:00 am – 3:30 pm

40-minute lunch break

Location

BCAP Cultural Campus

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BCAPteen's Home Base is BPL Central Library's Info Commons Learning Lab, with daily trips on the BCAP Campus: Brooklyn Museum, Brooklyn Botanic Garden, Prospect Park Zoo, Brooklyn Children's Museum, and Prospect Park Alliance.

Additional Benefits

- Earn volunteer hours
- Earn a stipend (ages 14+ only)
- Receive a letter of recommendation from your instructors
- Build your resume, skills, and experience
- Be invited back as an Alumni Ambassador in the school year
- Make connections to people and places that can offer you opportunities in the future
- Younger siblings get a discount for BCAP Summer Camp

Staff & Educators

BCAPteen is coordinated and supervised by our BCAP Directors, with support from education staff at our five partner institutions. Curriculum and daily activities are facilitated by an experienced, talented and FUN artist-educator who specializes in photojournalism and working with teens. Trips with BCAP Summer Camp are with a team of adult camp counselors.

BCAP educators and interns participate in a week of specialized training, including health & safety, positive community-building, bullying prevention, disability inclusion and special needs, team building strategies, curriculum development and more. All staff undergo background and reference checks, and a selective application process.



Teen Arts Program

The Teen Arts Program strives to level the playing field by providing high-quality arts and youth development programs to teens who do not have the economic privilege to access them. Youth are paired one-on-one with an experienced mentor to guide them through the complicated process of applying to art schools, visiting artist studios and cultural institutions, and exploring professions in creative fields.

Portfolio Mentorship

Over the course of eight months, teens and mentors work one-on-one to research perspective art schools, develop a visual arts portfolio, and prepare for the rigorous application, interview, and audition process. Mentors are experienced creative professionals with a BFA or MFA. They assist youth in developing their portfolio with over 60 hours of training and support.

Museum/Studio Visit Program

The Museum/Studio Visit Program creates opportunities for teens to have access to leaders in the NYC visual arts community. Youth and mentor pairs meet monthly, to tour artists' studios, participate in creative workshops, and build visual literacy. 2017 artist visits include Matthew Day Jackson, Curtis Kulig, Taryn Simon, and Christopher Wool.



Creative Career Exploration

Creative Career Exploration offers teens an introduction to the many facets of the creative industry. Over school breaks, teens build professional development skills and tour top creative companies. Each morning, teens work to build communication, networking, resume writing, interview and other professional skills. The remainder of the day consists of visits to businesses, where teens meet employees, learn about their jobs and the paths they took to get there. Companies this year include: Bustle, Downing Frames, Luhring Augustine, Penguin Publishing Group, Pioneer Works, Phillip Lim, Sotheby's, Swarovski, Uniqlo, Velocity/Viacom and Warby Parker.

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Internships

After completing the Creative Career Exploration intensive, teens can continue to build invaluable skills and relationships over the summer through month-long paid internships at Free Arts and external creative business partners.

Free Arts NYC is committed to bringing quality arts and mentoring programs to NYC's most underserved youth. We define "underserved" as those facing economic and institutional disparities, youth experiencing housing insecurity and homelessness.

Participants enroll through one of our partners: community centers, schools, and shelters. By connecting children to our programs and hosting programs at their sites, these partners help ensure our city's most under-resourced neighborhoods have access to arts education and mentoring.

- Department of Homeless Services
 - 20 + DHS-funded shelters
- Children's Aid Society at Dunlevy Milbank Center
- DREAM Charter School
- Grand Street Settlement
 - Beacon Program
 - Seward Park Cornerstone Community Center
- "I Have a Dream Foundation" at PS7
- Lincoln Square Neighborhood Center
- PS 7
- University Settlement
 - Beacon Program
 - PS 63
 - Cornerstone Community Center
- Johnson Cornerstone Community Center
- Mott Hall II
- Lexington Academy
- Central Park East II
- Pelham Lab High School
- East Bronx Academy for the Future

Music & Theatre



The New Victory Usher Corps

The New Victory Usher Corps is a three-year program that offers:

- Occasion to see and learn about the culture and inner-workings of live theater from around the world
- Job training and workshops in building essential and transferable skills
- Opportunity to be a part of a supportive team of young adults
- Hands-on work with kids and families in a friendly, fast-paced environment
- Continual personal and professional growth through the program

THE EXPERIENCE

Working at The New Victory

During a September training and orientation session, ushers learn about their personal job responsibilities in the broader context of the theater's operations. Our season schedules include day, evening, and weekend shifts, along with mandatory 4 pm workshops. Ushers are required to work a three shift minimum each week. Ushers are eligible for pay increases after successful completion of each program year.

Learning at The New Victory

In addition to fulfilling their on-the-job responsibilities, ushers attend job training seminars and career/life-skills workshops throughout the season. These seminars and workshops are dedicated to enhancing personal and professional skills. Some of the workshops include: Goal Setting, Resume and Cover Letter Writing, Personal Banking and Financial Management, Conflict Management and Resolution, Time Management, and Public Speaking and Stress Management.

Growing at The New Victory

Upon successful completion of our established benchmarks over the first two years, third-year ushers have the opportunity to apply for a specialty concentration within The New 42nd Street – this is a unique opportunity for ushers to learn more about how cultural institutions are run. Past third-year specializations have included, but are not limited to, Company Management,

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Education, Development and Front of House. Through our peer mentoring program, third-year ushers are paired with their less experienced colleagues to assist with professional development and guide the transition into leadership positions.

The Usher Corps is one of the four separate creative youth development programs within the new 42nd street Youth Corps.

THE APPLICATION PROCESS

All applicants must:

- Be enrolled in school.
- Be able to work a three shift minimum each week, including day, evening and weekend shifts.
- Be able to attend select mandatory weekday after-school workshops.
- Be able to start work for the 2019-2020 season on September 4



Jazz at Lincoln Center - High School Jazz Academy

The High School Jazz Academy offers tuition-free instrumental jazz instruction to high school students in the tri-state area (NY, NJ, CT). Students have the opportunity to enhance their musical education with the finest professional training and performance opportunities. The program runs weekly in the Irene Diamond Education Center at Frederick P. Rose Hall, home of Jazz at Lincoln Center. During weekly sessions students learn repertoire and performance techniques from a faculty comprised of accomplished jazz musicians as well as members of the Jazz at Lincoln Center Orchestra and Artistic Director Wynton Marsalis.

High School Jazz Academy (HSJA) meets weekly from September through May. HSJA ensembles perform regularly throughout the year in the Ertegun Atrium at Jazz at Lincoln Center, Dizzy's Club Coca-Cola and other venues throughout New York City.

High School Jazz Academy students and their families receive complimentary tickets to attend performances and educational events at Jazz at Lincoln Center to supplement this unique jazz immersion experience.

Eligibility

Students must be entering grades 9 – 12 and reside within the tri-state area (NY, NJ, CT).

Instruments: Saxophone (Alto, Tenor, Baritone), Trumpet, Trombone, Guitar, Piano, Bass, Drums.

At least 2 years experience on the instrument.

Admission and Audition Requirements

- 1. Scales** Play chromatic and 3 major scales (two octaves, major keys chosen by the adjudicators)
- 2. Sight-read** All students will sight-read selected material within their respective sections.
- 3. Improvisation** All students will improvise over a blues (concert F, Bb, or Eb) and rhythm changes (concert Bb) progressions with a rhythm section.
- 4. Rhythm section** Piano and guitar players should be prepared to comp changes for blues and rhythm changes in addition to improvising.

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Bass players will be expected to walk a bass line and improvise over those chord progressions.

Drummers will play time and improvise along with a rhythm section and demonstrate ability with brushes as well as sticks.

Schedule Commitment

Students are placed in ensembles and classes appropriate to their level. All High School Jazz Academy weekly Sunday activities take place between 11:00 am and 7:00 pm. All HSJA students take Jazz Language and at least one ensemble; an average HSJA student will be at Jazz at Lincoln Center for four hours.

Tuition

HSJA tuition for the full season of classes, rehearsals and performances range from \$400 to \$800. Scholarships are available.

Audition Dates

Auditions occur in Spring 2019 for Fall Placement.



Sheen Center – Experiential Learning – Internship

Named after the late Archbishop Fulton J. Sheen, best known for his popular radio and TV ministry in the 1950s and 60s, The Sheen Center for Thought & Culture is a project of the Archdiocese of New York, presenting more than 75 events in theatre, film, music, and thought per season. The state-of-the-art complex has a 274-seat proscenium theater equipped with five-camera high-definition livestream capability and a multi-track recording studio with 32 onstage inputs; an 80-seat black box theater; four rehearsal studios; and an art gallery. This facility is the newest arts center in Manhattan in 35 years and a significant addition to the growing artistic community in NoHo.

Mission Statement

The Archbishop Fulton J. Sheen Center for Thought & Culture is a forum to highlight the true, the good, and the beautiful as they have been expressed throughout the ages. Cognizant of our creation in the image and likeness of God, the Sheen Center aspires to present the heights and depths of human expression in thought and culture, featuring humankind as fully alive. At the Sheen Center, we proclaim that life is worth living, especially when we seek to deepen, explore and challenge ourselves, Catholic and non-Catholic alike, intellectually, artistically, and spiritually.

Students will attend the performance as a guest, then return twice to observe the technology booth and director as they guide and direct the performance.

Job Qualifications

Inquisitive, thoughtful, and mindful of surroundings. Available to all high school grade levels.

Compensation

Unpaid

This is a great opportunity to see how a theatre show works behind the scenes!

Speak with the La Salle Works Director for more information and application process!

Parks & Recreation



NYC Parks

Various Positions

Parks & Recreation is a public agency of over 3,500 people that care for about 29,000 acres of parkland. Parks' principal mission is to keep the parks, playgrounds, and sitting areas of New York City clean and safe, while also developing the City's recreational opportunities by offering quality facilities, programs, and events to meet the needs of all New Yorkers.

In addition to maintaining 14% of New York City's land, Parks is also the City's leading programmer of cultural, athletic, and social activities, including nature walks, concerts, learn-to-swim classes, sports clinics, historic house tours, and much more.

In the summer, the agency organizes free carnivals and concerts and sends mobile recreation vans to travel throughout the five boroughs, providing free rental equipment for skating, baseball, and miniature golf.

The Parks Commissioner appoints Deputy Commissioners, Borough Commissioners, and Assistant Commissioners who are responsible for managing the agency's divisions. These senior officials supervise the work of Parks employees and work with elected officials to complete capital improvements for parks, playgrounds, and recreation centers. They also work with the private sector to sponsor free public events and get the community involved in Parks through volunteer initiatives and educational and athletic programming in recreation and nature centers. In addition, they prepare Parks' budget and monitor the work of Parks' ice-skating rinks, golf courses, and other concessions.

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NYC Parks

The Ranger Conservation Corps Internship

The Ranger Conservation Corps is a great urban environmental internship for high school students who are interested in the natural world or environmental issues.

Our Ranger Conservation Corps interns gain experience while working with the Urban Park Rangers on environmental restoration in natural areas in our flagship parks. Participants may go on exciting field trips including canoeing, overnight camping, and more. Interns receive community service hours, and the experience looks great on a college application!

We offer two Ranger Conservation Corps sessions each year (in the fall and spring), and each session lasts approximately eight (8) weeks. The program occurs one day a week, on a school day afternoon for 2 to 2.5 hours.

How to Apply

Ranger Conservation Corps session dates are flexible and registration is on a rolling basis year round.

If you're interested in applying to the Ranger Conservation Corps, the first step is to contact the Ranger Conservation Corps. Our Urban Park Rangers will work with you to get you placed at a park location with a schedule that works for you.

Speak with the La Salle Works Director for more information and application process!



YMCA New York City Programs Education & Leadership

College Preparation

The Y can help your child prepare for college. From touring colleges together with teens from the neighborhood to filling out necessary paper work, Y teen staff can help you take charge of the college application process. Contact your local Y teen director for more information.

Leaders Clubs

You can meet many of tomorrow's leaders today in our leadership incubation program that gives teens the opportunity to improve their leadership and social skills, while giving back to the community. Teens meet on a weekly basis in small groups to develop and implement projects aimed at providing valuable service to their local community.

Rowe Scholars

Rowe Scholars (formerly Y Scholars) helps students and their parents realize that college is a real and attainable option. The program serves students enrolled in grades 6 – 12, offering continued support throughout college and beyond.

STEM (Science. Technology. Engineering. Mathematics.)

The YMCA of Greater New York, as the city's largest youth services organization, has a valuable role to play in introducing young people to technical fields, spurring their interest, and showing them that they can transcend socioeconomic barriers to have rewarding futures.

Teens Take the City

Teens Take the City is a dynamic leadership development program that offers NYC teens the opportunity to roll up their sleeves and get involved in issues affecting them and their community. Teens engage in community mapping to figure out how to better their community, work in small groups to identify a law to address the issue, develop a policy proposal that is debated for other teens at City Hall, learn the history and function of NYC government, and meet and interview a NYC official. Once students have developed a policy proposal, they will implement their initiatives in their community through youth-lead service learning activities. Talk about social responsibility at its best!

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Tutoring

Does your child need a little extra help preparing for that big exam or just completing their homework assignments? Homework help and learning center is available at select Ys.

Youth & Government

Youth & Government lets young people experience how our nation's democratic process works from the inside out. Starting with issues that stir their passions, teens learn to debate public policy, write legislation and (simulate) taking over the State Legislature in Albany. Proposed legislation originating with Youth & Government participants has gone on to be presented by actual legislators and signed into New York State Law. Organized in 1936 in the State of New York, the YMCA Youth & Government Program is now a national program of the YMCA held in 38 states with more than 46,000 students from all walks of life involved.

Y Afterschool

What's a working parent to do when school is out at 3 pm? The Y runs more than 100 quality after-school programs throughout in the city out of our branches and in New York City public schools. Contact the Youth & Family Director at your local YMCA for more information.

Y Global Teens

YMCA Global Teens is a leadership development and service learning program that engages teens in a year-long empowering international experience culminating with a summer service abroad experience.

Speak with the La Salle Works Director for more information and application process!



Summer Employment Options At New Country Day Camp!

Group Counselor (16+)

Counselors are enthusiastic, highly motivated, creative, and responsible role models who are directly responsible for the well-being of campers at New Country Day Camp. Candidates should be friendly, warm and passionate about working in a high-energy, outdoor camp environment and have previous, demonstrable experience working with children.

Support Specialist (18+)

Support Specialists work directly alongside our group counselors and are more closely responsible for the well-being of campers with special needs (e.g. mild to moderate ASD, ADHD, mood or anxiety disorders) in a fully inclusive camp setting. Candidates should have demonstrated experience or interest in working with children who have special needs.

Counselor in Training (14/15 years old)

Throughout the summer, you will gain valuable work experience through being a role model to our campers. CITs will also go through weekly professional development in areas such as communication, collaborating with coworkers, and general child-care techniques. This is a paid position. If you love the outdoors, working with children, and are looking for workplace experience, this is the job for you!

Speak with the La Salle Works Director for more information and application process!

Real Estate



Real Estate Mentorship/Internship

Interested in the world of real estate?

Consider a mentorship/internship working with actual certified, experienced New York real estate professionals.

DeVito Associates LLC is a real estate management company located in the heart of Greenwich Village on Barrow Street.

All company building locations are located in some of the most sought after neighborhoods; Greenwich Village, Chelsea, Soho, East Village, and Little Italy.

Student Internship Expectations

- Positive, Outgoing, Hardworking Attitude
- Strong interpersonal skills
- Ability to perform basic copying, filing and other office-related tasks
- Ability to take instruction; strong communication skills
- Ability to work independently and in group settings
- Arrive to work on time every day for the full amount of time that you commit to work

Time Frame

Flexible, 2+ days, 10 – 20 hours per week

Compensation

To Be Determined

Social Justice



The New York A WORLD OF DIFFERENCE® Institute Summer Internship Program

The New York A WORLD OF DIFFERENCE® Institute Summer Internship Program is a competitive program for high school students from across New York.

The internship is an incredibly valuable, enriching summer experience, and a gateway to a lifelong educational, professional and social network.

Peer Training offers high school students extensive training so they can lead anti-bias workshops for their peers.

ADL's award-winning interactive movie *Hate Comes Home*, helps students explore concepts of prejudice, stereotyping and scapegoating, and develop critical thinking and problem-solving skills to prevent hate-motivated behavior before it escalates to violence.

- Interns are selected from a pool of New York A WORLD OF DIFFERENCE® Institute Peer Trainers.
- The Peer Training Program awards students the skills to respond to bias and prejudice.
- All interns are required to complete the Peer Training Program before applying for the internship.
- ADL interns assume various responsibilities within our offices.
- From researching hate crimes in Civil Rights to working on programming in Education, the opportunity for learning is endless.
- Once a week, interns attend sessions that focus on career building and the college application process.

One of the key elements of the internship experience is the opportunity to attend the ADL Grosfeld Family National Youth Leadership Mission to the U.S. Holocaust Memorial Museum in Washington, D.C. The theme of the trip is social justice. Interns continue to develop the knowledge, leadership skills, and advocacy tools that are needed to catalyze change in their communities. Throughout the year, they attend reunions and retreats, and former interns are often asked to take a leadership role in shaping these programs.

Students must be in grades 9 – 11 to participate!

Students must complete ADL Peer Training or the Peer Leadership training before applying.

Speak to the La Salle Works Director for more information!



DoSomething.org

One of the largest global organizations for young people and social change 3.8 million members tackle campaigns that impact every cause, from poverty to violence to the environment to literally everything else.

High School Internships

General Requirements

- Able to travel to our New York City office
- Passionate about young people changing the world and committed to social change
- A member of dosomething.org
- Love the dosomething.org culture and can work with a quirky, close-knit team (we mean it!)

Compensation

- A great reference letter plus tons of fun, and a chance to work in a fast-paced and positive work environment.
- Please note that dosomething.org cannot provide housing or transportation to our New York City office

Summer & Fall High School Internships

- Applications welcome in the spring.
- Still looking for ways to get involved?
- Check out our campaigns!

Application for High School Internships opening soon - See the La Salle Works Director for more information!

Technology/Social Media



La Salle Academy In-School Technology Internship

Do you love working with computers and technology?

For the first time, La Salle Academy is proud to offer a student internship opportunity specifically geared toward students interested in working with computers and technology. La Salle's technology services partner, TMG-eMedia is proud to offer an opportunity to students interested in working with La Salle's Director of Technology on a variety of in-school hardware and software related projects. As La Salle's students, faculty and staff continue to embrace new kinds of technology, a new need has emerged for students with strong computer skills. Specifically, students are needed that can assist our school's technology director with the variety of tech issues that arise on a daily basis throughout the school year.

To be clear, only students with strong computer skills and a will to work will be considered. The Director of Technology will expect a certain level of proficiency working with computers.

Tasks

- Assisting the Director of Technology with various tasks related to La Salle computers and technology
- Basic computer maintenance and repair
- Organizing and managing school computer hardware
- Assisting faculty and staff with various hardware and software related issues

Time Frame

- 3+ days, 10 – 20 hours per week after school

Compensation

- To Be Determined

Locations

- La Salle Academy Main School Campus
- La Salle Administrative Offices (2nd Ave & 2nd St.)

Wildlife Conservation



The Bronx Zoo

WCS Youth J.I.V.E.

Schiff Hall, The Bronx Zoo

Have you ever wanted to get involved at the Wildlife Conservation Society (WCS)? If so, register to attend the Youth J.I.V.E (Job, Internship, and Volunteering Expo) at the Bronx Zoo.

This event is an interactive opportunity for youth (ages 14 – 26) to learn about paid and unpaid positions at our New York City zoos and aquariums, connect directly to hiring managers, and attend employment workshops. Representatives from WCS Education, Human Resources, Admissions, Retail, Concessions, and Animal Care will be available to share information about upcoming positions and meet qualified young applicants. J.I.V.E will also provide attendees with additional skill-building workshops focused on resume building, interview tips, and careers in conservation.

14- and 15-year-olds can learn more about WCS's volunteer opportunities and how to use volunteer positions as a springboard into paid positions down the line. Chaperones are required for students under age 16.

16 – 26 year olds will have the opportunity to meet hiring managers and learn about the many jobs, internships, and volunteer opportunities available at the WCS zoos and aquarium.

J.I.V.E attendees are encouraged to bring their resumes (both paper copies and on a USB flash drive); staff will be on-hand to assist in filling out applications for positions at the BRONX ZOO, CENTRAL PARK ZOO, PROSPECT PARK ZOO, QUEENS ZOO, AND THE NEW YORK AQUARIUM.

RSVP is required for the Bronx Zoo event!

See the La Salle *Works* Director for more Information!

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Central Park Conservancy

The Central Park Conservancy High School Summer Internship provides 25 high school students with paid full-time positions for 7 weeks in July and August. Participants receive the opportunity to contribute directly to the care and restoration of Central Park. Working side-by-side with Conservancy staff, interns learn about the complexity of managing an iconic and historic urban park that receives over 42 million visits a year.

All interns work five days a week: four days at their individual position and Fridays together as a group. On Fridays, interns are introduced to the broader green careers field via field trips to other park and environmental organizations. The internship includes reflective writing assignments and public speaking.

All interns will be provided with five uniform shirts, a hat, and rain gear (if appropriate). Interns must wear solid-colored, long pants (preferably khaki-colored) and appropriate footwear (boots for horticulture). Selected applicants will be interviewed in May with final hiring decisions made by the end of May.

The Central Park Conservancy High School Summer Internship Program is very competitive. We receive more applications than positions available. Previous experience with Central Park Conservancy programs, including internships or ROOTS, does not guarantee admittance into the current year's program. All applications are reviewed at face value and applicants are chosen on the merit of their application and match for positions available.

The internship is seven weeks, July 2 – August 17. Mandatory orientation for all interns will take place on July 2 & 3.

Interns are paid bi-weekly at a competitive hourly rate of \$13/hour.

High school interns are eligible for a 403(b) Retirement Plan and Short Term Disability.

Eligibility

Applicants must be at least 16 years old before July 1 to be considered. To be hired, students must have a social security number, appropriate photo ID verifying employment eligibility, and working papers (if under 18).

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Available Positions:**Horticulture Intern (20 positions)**

Each intern will work alongside a different Zone Gardener or Groundskeeper in performing general park maintenance and horticulture projects. Horticulture interns work throughout Central Park and are assigned to various locations based on their interest and skill set.

Duties include

- Weeding and invasive species removal
- Irrigation of lawns and plantings
- Planting and transplanting, mulching and/or species identification
- Bagging litter and trash and emptying garbage cans
- Clean and sweeping paths
- Installing and repairing fence
- Interacting with Park patrons in a professional manner to answer questions and give directions

Requirements

- Highly motivated, adventurous, and responsible
- Ability to perform heavy, physical labor on a daily basis in all weather conditions
- Ability to work independently and in a group
- A strong desire to learn about the Park and the Central Park Conservancy
- Previous gardening experience a plus

Schedule

Monday – Thursday, 7:00 am – 3:30 pm

*Fridays, 9:00 am – 5:00 pm or 9:30 am – 4:00 pm, depending on planned activity

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Visitor Services Intern (5 positions)

Visitor services interns will support staff in Central Park visitor centers, engaging Park patrons by providing general information, directions, and history about Central Park and the Conservancy.

Duties include:

- Greeting and engaging visitors in conversation about Central Park and the Conservancy
- Assisting visitor center staff with stocking shelves, processing incoming shipments, inventory, and general store maintenance
- Conducting sales transactions and running the cash register
- Answering questions and directing visitors to points of interest while exploring the Park
- Responds to visitor inquiries in person and over the phone

Requirements

- Strong customer-service skills, with the ability to be a positive, professional representative of the Central Park Conservancy, even in challenging situations
- Excellent communication skills, and a desire to work with a diverse public audience of New Yorkers and visitors from around the world
- Flexible, organized, team player with the ability to handle multiple tasks simultaneously
- Responsible, personable, and reliable person a must

Schedules vary depending on placement

Wednesday – Sunday OR Friday – Tuesday, 10:00 am – 6:00 pm

*Fridays, 9:00 am – 5:00 pm or 9:30 am – 4:00 pm,
depending on planned activity



Wildlife Conservancy Society

Teen Internship (Fee-Based)

If you're interested in a career at the zoo, the Teen Internship is the perfect opportunity for you to get started. By participating in this fee-based educational program, you'll gain in-depth exposure to a variety of professions at the Wildlife Conservation Society.

Discovery Guide

Educate zoo visitors about conservation and gain experience with teaching, leadership, and public speaking while learning about animals and their environments.

Project TRUE

Project TRUE, Teens Researching Urban Ecology, is an internship program where NYC high school students learn about the NYC ecosystem and conduct research. Project TRUE is both a social science research study and a youth development program. Project TRUE is a collaborative program between WCS and Fordham University and is funded by The National Science Foundation under Grant No. DRL-1421017 and DRL-1421019.

WCS Youth J.I.V.E

This event is an interactive opportunity for youth (ages 14 – 26) to learn about paid and unpaid positions at our New York City zoos and aquariums, connect directly to hiring managers, and attend employment workshops. Representatives from WCS Education, Human Resources, Admissions, Retail, Concessions, and Animal Care will be available to share information about upcoming positions and meet qualified young applicants. J.I.V.E will also provide attendees with additional skill-building workshops focused on resume building, interview tips, and careers in conservation.

The goal Wildlife Conservancy Society is to conserve the world's largest wild places in 16 priority regions, home to more than 50% of the world's biodiversity.

This is outlined in our 2020 strategy, which positions WCS to maintain its historic focus on the protection of species while developing an ambitious plan to engage with a rapidly changing world.

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The challenges are greater than ever, but with the focus, dedication, and passion of a committed staff – combined with a unique mixture of field, zoo, and aquarium expertise – WCS will continue to set the bar for science, conservation action, and education that has driven our success in protecting wildlife and wild places for over a century. We hold ourselves to the highest standards, adhering to core values of respect, accountability and transparency, innovation, diversity and inclusion, collaboration, and integrity.

Speak with the La Salle Works Director for more information and application process!



The New York Aquarium Youth Ocean Conservation Summit

Spring

Around the world, our planet's oceans and their inhabitants face many challenges. As human impacts continuously threaten the health of our marine ecosystems, both locally and globally, it is imperative that we involve youth in a campaign to help solve these problems.

Become part of the movement and register to participate in the Youth Ocean Conservation Summit (YOCS) NYC.

YOCS NYC is an opportunity for local high school students to develop and implement their own conservation projects. At the Summit, students will learn from local experts and there will be speakers to talk about the current threats marine ecosystems are facing.

Students will also hear from their peers who are involved in youth-run marine conservation projects. The workshops offered at the Summit will teach participants the skills necessary to build their own conservation projects. With these tools, youth will leave the Summit ready to take conservation action in their own communities.

Sample Conference Agenda

- Check in & Light breakfast
- Welcome and Keynote Address
- Wildlife Conservation Corps member presentations
- Action Planning Workshop
- Lunch
- Marine Careers Panel Discussion
- Call to Action
- Closing & Evaluation
- Optional Networking Social

Registration Requirements

All YOCS NYC applicants must:

- Be currently enrolled in grades 9 – 12
- Have an interest in conservation, environmental science/studies, or general science
- Want to learn about careers in wildlife science
- Envision a healthier planet through the use of science and technology
- Be able to attend the Youth Summit independent of a parent/guardian



La Salle Academy

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