

Teen Environmental Action Mentorship (TEAM)

An Environmental Education Internship for Bay Area high school students

Headlands Institute

Golden Gate National Recreation Area, Sausalito, CA

Work at the beach in the breathtaking Marin Headlands for a leading nonprofit environmental education organization.

TEAM is a year-round paid internship in environmental education and community stewardship. Beginning with an eight day summer training, participants develop leadership and hands-on teaching skills while learning about the interconnections between themselves, natural, and urban environments. With the support of Headlands Institute education staff, Interns develop and lead interactive science and leadership based activities with our elementary and middle school field science participants. TEAM Interns work with an adult mentor to prepare and lead a lesson in an elementary school classroom of their choice. Interns also engage in community stewardship projects and learn about local environmental issues during the school year.

We seek applicants who are open to new experiences, want to be part of a diverse learning community and want to learn more about their environment and how they can make a difference. The ideal Intern candidates will be responsible and motivated young adults who enjoy working with elementary and middle school aged children. Candidates should be excited about one or more of the following: education, environment, science, community stewardship, leadership.

Please note that no prior experience in environmental education or leadership is required.

TEAM Intern responsibilities include:

- Serve as exemplary role models to elementary and middle school students.
- Represent Headlands Institute in a professional manner.
- Work cooperatively with fellow Interns and Headlands Institute staff.
- Clear and direct communication with mentors regarding punctual attendance and active participation in the program.
- Take responsibility for and organize personal and group teaching materials.
- A willingness to work both indoors and outdoors.

TEAM Intern Requirements

- Currently enrolled in high school.
- Able to commit to the entire, one-year internship program.
- Attend TEAM summer training August 9-16, 2009 including one overnight.
- Attend one day of Headlands Institute staff training at the end of August.
- Work one 2 hour teaching shift a week (Tuesday or Thursday) throughout the school year.
- Attend one all-TEAM Saturday per month to participate in stewardship projects and/or enrichment trainings.
- Observe a Headlands Institute Field Science Educator for one day in the fall.
- Attend the following 2-3 day weekend events: TEAM mid-year retreat (January), TEAM spring retreat (May).
- Prepare and teach one lesson to an elementary or middle school classroom in your community.
- Attend the end of the year TEAM celebration in May.

Applying for the TEAM Internship 2009

APPLICATION DEADLINE

All applicants notified by

Friday, May 8 Friday, June 5

Please fully complete the application (printed in blue or black ink or typed) before mailing. A complete application includes:

All sections of the Application including:

Part I: Applicant Information

Part II: Time Commitment & Availability

Part III: Letter signed by your parent or guardian

Part IV: Essay Questions (2 pages)

**Letter of Recommendation from a teacher, mentor, employer or other adult.

Before you send in your application, we suggest you make a copy for your records.

Please mail completed application packets to:

Headlands Institute – TEAM Internship Program GGNRA Bldg. 1033, Sausalito, CA 94965

For more information about TEAM, please contact:
Adam Schraft
Youth Programs Manager
aschraft@naturebridge.org
GGNRA Bldg. 1033
Sausalito, CA 94965
(415) 332-5771

Thank you for your interest in being a TEAM Intern with Headlands Institute!

^{**}May be sent in separately



Teen Environmental Action Mentorship

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Application

(Due by Friday, May 8th)

Part I: Applicant Information (Please print in black or blue ink or type)

Full Name (Please print)		
First	Middle name or Initial	Last
Street Address		
City	State	Zip Code
Home Phone ()		Cell Phone ()
Birthdate/		
Gender Female/Male	ale Ethnicity (optional)	
School Name	Grade (in fall '09)	Expected date of graduation (Month Day Year)

How did you hear about the TEAM program?



Part II: Time Commitments and Availability

(please attach a separate sheet if necessary)

I plan on participating in the following after school and/or weekend activities during the school year (please circle all that apply):

Fall semester

Sports	School club	Drama	School	Tutoring
			government	
Other leadership	Another job or	SAT Prep	Volunteering	Other (specify)
program	internship			

Spring semester

Sports	School club	Drama	School	Tutoring
			government	
Other leadership	Another job or	SAT Prep	Volunteering	Other (specify)
program	internship			

Please explain each item circled above. What will your level of involvement be (participant/organizer/leader etc)? How often will each activity occur?

TEAM Intern Requirements (please circle any that you are unsure you can commit to)

Staying enrolled in high school for the entire 2009-10 school year.

8 day summer training August 9-16.

1 day training with field science staff in the last week of August

2-3 hour after school shift one day a week (Tuesday or Thursday) September - mid May

One Saturday a month (10am-3pm) during the school year

Observing a Headlands Institute Field Science Educator for a day in the fall. (May need to be excuse from school for 1 day)

Teaching one lesson in an elementary school classroom of your choice (or other Community Education project) in the spring (need to be excused from school for one ½ day)

Mid year weekend retreat (January)

Youth Quest weekend conference (March)

Spring weekend Retreat (May)

End of the Year Celebration Dinner (June)

If you circled any of the above, please explain why:

• I fully understand the commitment involved in the Teen Environmental Action Mentorship (TEAM) Internship Program as outlined in the TEAM Intern Requirements. If I am selected I am willing to participate fully and to my best ability.

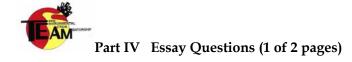
Signature	 Date	



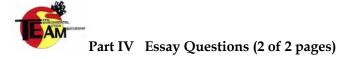
Dear Parent or Guardian,

Thank you for supporting your child in their application for the TEAM internship with Headlands Institute. By signing below, you acknowledge that you have read the overview of the TEAM internship, understand the requirements and expectations of the program and give your child permission to apply.

Print Name of Parent or Guardian		Relation to applicant	
Danant an Creation signature			
Parent or Guardian signature		Date	
Home Phone () Cell Phone ()		
E-mail			
Print Name of 2 nd Parent or Guardian (if applicable)		Relation to applican	
Home Phone () Cell Phone ()		
F-mail			



Please answer all of the following. Use additional paper as necessary.
1. Tell us about something you are passionate or excited about and why:
2. Why do you want participate in the TEAM internship program?
3. What are some of your current goals in life? How can the TEAM program help you to achieve them?
4. We are interested in recruiting a diverse group of interns with a broad range of experiences. Describe what your own unique contribution to the program would be. How might your perspective, culture and/or experience be an asset to the program?
5. How else might the TEAM program benefit from having you participate? Or, what unique skills or abilities do you feel you have to offer to the program?
6. Why are you interested in learning about environmental education and about being an educator?



7. What interes	ts you about interning with Headlands Institute?
8. Describe a tir from this exper	ne you had to work with others as a team. What was it like? What did you learn ience?
9. Is there any	thing else you would like us to know about you?
answer the best circle no, tell us diverse range o	res/no questions will help us get to know a little more about you. Please circle the represents your experience. If you circle yes, tell us about your experience. If you what you hope to gain by having the experience. Remember, we are looking for a f candidates and it is ok if you have not had some or all of these experiences.
	No
I have experien	ce working with children.
Yes	No
I have participa	ted in a leadership or internship program before.
Yes	No
I have participa	ited in an environmental program or club before.
Yes	No



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Letter of Recommendation

Please ask a teacher, mentor, employer or other adult who is unrelated to you to write a letter of recommendation for you (up to one page) stating why they think you are an excellent candidate for the TEAM program.

Please be sure to review the TEAM internship program with this adult so that they can best speak to how you would be an asset specifically to the TEAM program. You may also refer them to www.headlandsinstitute.org/team.html for more information. Also, be sure to have them include the following in their letter: their name, a contact phone number, their relation to you and how long they have known you.

If this letter of recommendation accompanies your application, it must be in a sealed envelope and signed over the seal by the person recommending you. Alternately, it may be mailed separately or emailed:

TEAM Internship Program GGNRA Bldg 1033 Sausalito, CA 94965

aschraft@naturebridge.org