



# UNIVERSITY OF GEORGIA SOAR INTERNSHIP

WITH CLASSIC CITY HIGH SCHOOL

**Prepared By :**

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Family Engagement Specialist



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[linktr.ee/ClassicCityHS](https://linktr.ee/ClassicCityHS)



440-3 Dearing Ext., Athens, GA 30606

# PROGRAM *DESCRIPTION*

Classic City High School is a local choice school within Athens, Georgia. Students of Classic City have chosen to enroll in Classic City for academic support. We service students with needs in credit recovery. Many of them struggle with difficult economic, familial, and academic challenges. We are providing University of Georgia students the unique opportunity to join us in supporting these students in their educational journey. Classic City aligns the goals and motivation for students and staff by reciting the SOAR mantra each morning: **S**uccess is in my future; **O**pen minds create opportunities; **A**ccountability provides my framework; **R**esilience is in me.

We can offer University of Georgia interns the opportunity to live out the SOAR mantra while gaining real-world experience. They will receive hands-on opportunities, working closely with local educators, administrators, and staff in education. Responsibilities will include mentoring and tutoring students, shadowing professional positions in education, planning and implementing lesson plans, and engaging in district professional learning. Interns will develop awareness of the community by providing academic support to those who truly need it within the local Athens community.

# HOW TO *APPLY*

We are looking for interns with excellent leadership, communication, and accountability skills. We require all interns to be punctual and show self-ownership. Bilingual students in English and Spanish are sought after. All applicants must pass a background check.

Interested applicants should fill out [this form](#)\*, then email a cover letter and resume to Mars McCarley, Family Engagement Specialist, [mccarleym@clarke.k12.ga.us](mailto:mccarleym@clarke.k12.ga.us). Students will earn between 45 and 55 hours of experiential learning service, approximately one hour each day of the semester.

- No experience or certification required
- Minimum GPA 2.5

**Application link:**

[https://qfreeaccountssjc1.az1.qualtrics.com/jfe/form/SV\\_2r8SMIzG5zxo646](https://qfreeaccountssjc1.az1.qualtrics.com/jfe/form/SV_2r8SMIzG5zxo646)

# INTERNSHIP *DETAILS*

**Area of EL Transcript:** Internship

**College/Unit Division:** OVPI - Office of Experiential Learning

**Program term:** All terms

**Program length:** Semester

**Fall Semester:**

**Start date:** September 5, 2023

**End date:** December 4, 2023

**Holidays:**

- September 4
- October 4-9
- October 27
- November 20 - 24

**Spring Semester:**

**Start date:** January 22, 2024

**End date:** April 29, 2024

**Holidays:**

- February 13 - 19
- March 4 - 8
- March 15
- April 1 - 5

**Minimum hours:** 45

**Maximum hours:** 55

**Number of interns:** 10 - 25

# INTERNSHIP

## *BENEFITS*

### *Engagement*

Interns will be expected to provide service of one hour each academic day. Interns can work around their class schedules, but are required to meet a minimum requirement of 45 hours within the semester. Up to 55 hours of internship opportunity will be provided to the students, with holiday breaks. Interns will rotate between service stations, including:

- Receiving and providing mentorship
- Providing tutoring
- Providing classroom support
- Shadowing an educator, including teachers, administration, counselors, behavior interventionist, and support staff

During the internship, UGA students will engage with Classic City staff mentors to work towards the intern's career goals. They will receive direct observation and feedback of approximately one hour each week. Staff mentors will follow official Clarke County School District feedback guidelines, providing interns with real world experience of observation and feedback. While working with mentors, interns will have the opportunity to develop lesson plans, teach instructional framework, participate in district professional learning, and engage in the professional learning community.

Interns will also engage with Classic City students, providing mentorship, tutoring, and classroom support. Mentorship involves personal and academic conversations with Classic City students. Interns are expected to establish strong relationships with the students and promote socio-emotional development. Tutoring involves engaging students during study hall and supporting academic skills in mathematics, social studies, science, and English and language arts. Foreign language tutoring is also needed in French and Spanish. Classroom support will involve supporting Classic City teachers during their planning periods and classroom blocks, including instruction, grading, and classroom management.

# INTERNSHIP

## *BENEFITS*

### *Mentorship*

Interns will be provided with mentorship opportunities through shadowing mentors and receiving feedback from members of the Classic City Experiential Learning Board (CCELB). All mentors will follow feedback guidelines typical of the Clarke County School District, allowing interns to experience real-world evaluations in education. These mentorship check-ins will be provided to interns on a weekly basis, allowing for continuous support as interns learn.

All UGA Interns will be supervised by a staff member at all times. Interns will work closely beside mentors within their career goals in education, including teachers, administrators, counselors, behavior interventionists, and support staff. All Classic City staff members will be aware of the expectations of interns and will do everything in their power to support interns.

For the final project of the internship, interns will work closely with the CCELB to assign a project which aligns with the intern's career goals. These projects will be individualized and unique to each intern. Examples of final project options can include, but is not limited to:

- Leading a TedTalk or classroom lesson based on Classic City instructional framework
- Planning an event for students, family members, and the community within Classic City
- Presenting on the intern's shadowing experience and how they hope to continue their career

All final projects will be directly observed by the CCELB, and the intern will be provided feedback individualized to their goals. Interns will be asked to reflect and apply all that they have learned from the internship to engage board members.

# INTERNSHIP BENEFITS

## *Challenge*

This is an opportunity to step out of UGA classrooms and into local public education. Any UGA student interested in education should see this as an excellent opportunity to pursue their career goals. Classic City can offer UGA students unique, individualized experiential learning. Interns will apply what they have learned while working closely with Athens students and teachers, acting independently with support from staff.

Orientation will begin with a practice interview. The project supervisor and principal, Dr. Angelia Major, and the Classic City Experiential Learning Board, including Kim Mattox, Kimberly Arnold, Mars McCarley, and Capricia Kegler, will interview the intern. The procedure will follow standard CCSD protocol, allowing the intern to prepare for a real-world interview. The internship will also end with a second interview, allowing both the board and the intern to qualify their progress through the internship.

No experience or certification is required to apply. Applicants must have a minimum of 2.5 GPA to exhibit academic strength for tutoring. Please apply by filling out [this application form](#)\*, and then send your resume to Mars McCarley at [mccarleym@clarke.k12.ga.us](mailto:mccarleym@clarke.k12.ga.us).

**Application link:**

[https://qfreeaccountssjc1.az1.qualtrics.com/jfe/form/SV\\_2r8SMIzG5zxo646](https://qfreeaccountssjc1.az1.qualtrics.com/jfe/form/SV_2r8SMIzG5zxo646)



# INTERNSHIP

## *BENEFITS*

### *Ownership*

Successful internship will be determined through observation and feedback from the Classic City Experiential Learning Board. The CCELB will work with interns to regularly set goals in order to develop applicable skills in education. These student goals will be used to determine the final project topic and methodology.

The end of year project, individualized for each intern, will promote self-ownership and reflection. This project will require independence, attention to detail, and accountability. Interns are allowed freedom in choice of medium and topic. All projects require approval from the CCELB; approval is provided only to projects which align with intern career goals in education, sufficiently reflects internship progression, and exhibits leadership skill development. Examples can include:

- Leading a TedTalk or classroom lesson based on Classic City instructional framework
- Planning an event for students, family members, and the community within Classic City
- Leading a presentation on the intern's shadowing experience and how they hope to continue their career

Throughout the internship, interns will be asked to apply their observations, research instruction methods, and study specific student academic topics. Classic City mentors are prepared to guide interns towards independent study and work.



# INTERNSHIP

## ***BENEFITS***

### ***Self and Social Awareness***

Interns will have the opportunity to grow through this internship. By closely working with real public education staff members, they will learn directly from observation and application. Career goals will be set through the frequent observation and feedback processes. Our goal is to help interns develop:

- Leadership skills, including public speaking
- Self-accountability skills
- Skills in instruction and behavior management
- Social awareness within the local community

Interns will be provided with real educational assignments on a weekly basis, individualized to their goals. Members of the CCELB and other Classic City staff members will regularly provide feedback, following a concise rubric. An example of such feedback is attached to this booklet.

Not only will students develop self awareness, but they will also directly observe real social problems within the Athens community. Approximately 90% of Classic City students are considered economically disadvantaged, and they may face social, behavior, and familial challenges. Interns will earn respect for children within their own community.



**Internship Hiring Manager:** Mrs. Mars McCarley

Email: [mccarleym@clarke.k12.ga.us](mailto:mccarleym@clarke.k12.ga.us)

Phone: 706-353-2323

**Classic City Principal:** Dr. Angelia Major

Email: [majora@clarke.k12.ga.us](mailto:majora@clarke.k12.ga.us)

Phone: 706-353-2323

**Activity Director:** Amy Sweet, Senior Manager, Business Developer

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