



## **Our Mission:**

*Our mission is to empower educators, school leaders and youth-serving agencies working with schools in the K-12 setting to build trust and partnerships with the families they serve for the success of all youth.*

### **Welcome to the P2P Internship program!**

To ensure effective communication, please arrange to communicate weekly via email, Zoom or phone. Please submit your paper at least 2 days prior to needing our signature and grade.

Please note that hours without a deliverable will receive a one-time courtesy signature, but they will not be approved towards the final grade or internship hours.

### **Grading:**

**30% of the time you submit may be a combination of the following pre-approved prior to each prompt:**

- Reading (Indicate the books)
- Research (Share resources)
- Interviews (List names and contacts)
- Other activities (Be specific)

**30% of the time would be deliverables comprised of a variety of prompts, including:**

- Video
- Vlog
- Blog
- Book summary with your reflection
- Graphics with explanation (Please use Canva)
- Research paper (Use MLA style and include citation)

**20% of your grade will be based on communication with our organization before each prompt.**

**EXTRA CREDIT:**

- Enlist tasks that are needed by our organizations.
- Hours beyond your required time

**How to submit your work:**

Please include the following for each deliverable:

- Title for your project
- Audience for your deliverable (Educators, students, parents)
- Hours: How did you spend your time towards your deliverable (Interview, research, reading, deliverable)
- Type of submission: Blog, vlog, video, translation, essay, research paper, interview, book review with reflection. For a video submission, please include the script.
- Please do not submit more than 5 hours of independent work without consulting us to ensure we can use your work.

**Include in your paper:**

- First & last name
- University
- 2 to 3 sentence short bio about you in all prompts.

The deliverables need to meet the needs of our clients (educators, families, youth-serving organizations).

**What we are not looking for:**

Please note that we will not accept the following as valid deliverables for the P2P Internship program:

- A log of hours with no deliverables
- Same-type prompt submissions
- Powerpoint presentations
- Work submitted without proper communication with our organization
- A log of inflated hours
- A last-last-minute request to sign-off on work

We take the integrity of the internship program seriously, and we expect our interns to submit high-quality work that reflects their commitment to the program's goals. Please refer to the guidelines provided to ensure that your submissions meet our standards.

In order to be considered for letters of recommendation, certificate of completion from our program and a final grades, please follow all the guidelines listed above.

Thank you for your cooperation.