

PAGE 15

JOURNALISM INTERNSHIP

The Howard Hype (fall and/or spring)



WRITING • READING • TUTORING

WWW.PAGE15.ORG

PAGE 15 is committed to providing supplemental reading and writing education to students attending public school in Orlando, FL. Our *free* tutoring and creative writing programs are dedicated to enhancing communication skills, encouraging personal creativity, and inspiring a lifelong passion for the language arts.

FALL / SPRING OPTIONS: Page 15's journalism program, The Howard Hype, runs from September to May and is broken up into fall and spring sessions. Interns have the option of interning for one or both sessions.

INTERNSHIP JOB TITLE: Program Instructor / Editor in Chief

PROJECT DESCRIPTION

Howard Middle School is the only school located in the heart of downtown, a unique A-grade school with a great diversity of students. In a time when writing electives are being cut from schools, The Howard Hype is a one-of-a-kind online newspaper at Howard Middle School that encourages students to engage in writing that matters to themselves and their peers. It is a class within a class, piggybacking on the shoulders of the Yearbook elective, in which students from 6th to 8th grade work on their writing by crafting weekly news stories. Over the course of the semester, through editorial help from volunteers, lessons from the Program Instructor (you), and monthly visits/workshops from working writers in the community, the goal of the Hype is to create well-round writers who are enthusiastic about language arts.

WHO SHOULD APPLY?

Applicants must be 18 or older and provide their own transportation to downtown Orlando. Our favorite kinds of people are positive, personable and creative. Some experience, or a strong interest in working with middle-school-age children, is a must. Interns should also have a strong grasp of the English language and editing/revision (The Howard Hype is, after all, a writing program). Managerial and organizational skills are necessary in that interns will manage volunteers and students in a classroom setting, while publishing a weekly, sometimes bi-weekly, issue of the Hype. Interns have the option of planning lessons in addition to instructing. This internship is ideal for people looking to gain managerial, editing and instructional experience.

DUTIES

Duties will include implementing writing lessons; facilitating monthly workshops; managing the volunteers who will help edit the students' stories in the classroom; logging volunteer hours; providing one-on-one help yourself when in the classroom; managing, editing and publishing the students' stories; collecting data (spring only).

TRAINING

Student training on the web interface will be done prior to the internship by a Page 15 staff member. Intern training is approximately 3 hours and covers how to use the Hype website, the structure of the program, and the lessons to be taught throughout the internship. Interns will be "shadowed" for the first two or three weeks of the program by a Page 15 staff member. (It's not as scary as it sounds.)

JOURNALISM INTERNSHIP FALL/SPRING SCHEDULES



WRITING • READING • TUTORING
WWW.PAGE15.ORG

LOCATION: Howard Middle School. 800 E. Robinson St. Orlando, FL 32801

FALL INTERN TRAINING

Early September 2011
Day and Start Time Negotiable
Total hours: 3

SPRING INTERN TRAINING

Early January 2012
Day and Start Time Negotiable
Total hours: 3

FALL & SPRING INSTRUCTION

Mondays and Fridays
3:00 – 4:00PM, class/instruction time
(subject to change until the school finalizes their schedule)

Wednesdays
Work from home, approx. 1 hour / week
editing student work, leaving notes.

Intangibles such as planning workshops and lessons: approx. 3 hours / month

SCHOOL HOLIDAYS / HYPE CLOSURES

FALL: Monday 9/5, Friday 10/14, Friday 10/28, Thanksgiving: 11/21 – 11/25

SPRING: Monday 1/16, Friday 1/20, Monday 2/20, Friday 3/23, Spring Break: 3/26 – 3/30, Monday 5/28

LAST DAY / Post-Internship Interview:

Fall: Friday 12/16

Spring: Friday 6/1

TO APPLY FOR AN INTERNSHIP

Send your résumé; a short cover letter explaining what you would bring to the position and what you hope to get from the experience; and the volunteer registration form on the last page of this PDF. Creativity is encouraged. Send to:

Ryan Rivas
Page 15 Programs Director
Scan/email: ryan@page15.org
Fax: 407.540.9587
Snail Mail: 625 E. Central Blvd. Orlando, FL 32801
Questions: email above, or call 407.422.8755

