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**TITLE: Teaching Assistant in Training (TAIT), Intern & Volunteer**

**SEASONAL**

**REPORTS TO: Executive Director**

**June 20 - August 4, 2022\*** (w/student testing support and pre-planning workshops as needed)

\*NHPS Teachers: Start date flexible depending on NHPS last day

**Mission:** Horizons at Foote advances educational equity through a robust academic and enrichment program that builds on long-term partnerships with families and communities to provide a joyful, safe, and inspiring learning environment that empowers students from New Haven Public Schools to thrive in an ever-changing world.

**Position Summary:** *Horizons at Foote* is looking for Interns and volunteers that can commit to a regular schedule. Please give careful thought to your availability during this time. Interning and volunteering for Horizons is a serious commitment that should be met with a sense of professionalism and dedication. **Interns must work for the entire program, full days (M-F 8:05am - 3:05 pm).** In addition, this person will have a strong commitment to the *Horizons at Foote* mission and interest in being involved in our community during the six-week summer enrichment program and through participation in year-round events. This position requires an ongoing commitment to the Horizons students and families and a keen interest in professional development for desired areas of growth. The ideal candidate will learn and grow with the organization. We are planning for in-person programming using applicable CDC guidelines.

**General Description:**

- Work with head teacher in a classroom of approximately 16 students during a six-week summer academic and enrichment program
- Develop and lead small group activities
- Prepare and gather materials for lessons and projects
- Monitor students closely and carefully at recess and during specials
- Build strong, consistent, and mutually respectful relationships with students
- Attend all field trips, participate daily in meals with students, assist students during swim lessons, attend our annual family night, faculty meetings, and other duties as assigned
- Attend one week of orientation and set up prior to the start of the program
- Adhere to "no cell phone" policy while working with students

**Important Program Dates:**

- **Tuesday, June 20 - Friday, June 23** - Orientation and classroom setup\*
- **Monday, June 26 - Friday, August 4** - Six-week program (closed July 4<sup>th</sup>)
- **Monday, July 3** - Family Night Cookout (5:00-6:00pm)
- **Wednesday, August 2** - Student End of Summer Reports due



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**Requirements:**

- Experience working in a K-8 classroom preferred
- A passion for working with children
- Interpersonal skills

**Stipends:\***

\*Dependent on age and eligibility to work

- **14 years old:** Volunteer position
- **15 years old:** *Unpaid Internship* - Community service hours, written recommendations and an Amazon gift card will be awarded for a successful completion of the summer internship.
- **16-College:** *Teaching Assistant in Training (TAIT)* - Paid Internship
  - High School - **\$3,000**
  - College - **\$3,600**

We actively encourage applications from candidates with broad and diverse backgrounds. **Individuals interested in being considered for this position should:**

- Complete job application: [Click here for the application.](http://www.horizonsatfoote.org)
- Have a parent signature if you are under 18

For additional information please visit: <http://www.horizonsatfoote.org>

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**Thank you for your interest in Horizons at Foote!**

