



## 2023 Horizons at Georgia Tech Assistant Teacher Internship

### **ELIGIBILITY:**

- Current Georgia Tech Student in good academic standing
- Must be available for all six-weeks of the Summer Program, Staff Orientation, Planning & Class Set-up
- Must be willing to actively participate with the scholars during their daily swim lessons
- Swimming ability not required but comfort in the pool is
- Must pass a criminal background and sexual predator check

**Application deadline: March 1, 2023**

**Send application and resume to:**

**Dajuana Robinson- [horizonsgt@gatech.edu](mailto:horizonsgt@gatech.edu)**

### **SUMMARY:**

The Horizons at Georgia Tech Program is looking for talented and energetic individuals to work as Intern Assistant Teachers in a six-week academic enrichment summer program. We are looking for professional, responsible, and caring individuals. Assistant Teachers work alongside certified lead teachers to implement strategies to engage scholars in active learning through non-traditional, hands-on activities in our six-week summer program. Horizons Assistant Teachers work with approximately 15 scholars in small group and individual instruction in mathematics, reading, and science. A successful Assistant Teacher will enjoy working with youth and as a team player to help fulfill the Horizons mission.

A typical day may include academics, arts, swimming, breakfast/lunch and recreational activities. Teaching Assistants will also be responsible for bus monitoring, lunch monitoring, bus loading/drop off, and pick-up coordination as well as attending all field trips. Other duties may also be required.

### **TIME:**

The program runs from Monday, June 5<sup>th</sup> through Friday, July 14<sup>th</sup> with mandatory post planning on Monday, July 17<sup>th</sup> and Tuesday, July 18<sup>th</sup>. Mandatory orientation, planning and classroom set-up is scheduled for Tuesday, May 30<sup>th</sup> through Friday, June 2<sup>nd</sup>. There will also be a mandatory Horizons Teacher workshop, date TBD, and Family Orientation and Scholar Assessment Day on Saturday, May 20<sup>th</sup>. The program will be closed on the following days:

- Monday, June 19<sup>th</sup>
- Monday, July 3<sup>rd</sup>
- Tuesday, July 4<sup>th</sup>

**PAY:** Assistant Teacher positions qualify for six internship audit credit hours and transcript designation through Georgia Tech Pre-Teaching advisement if registered through the Georgia Tech Center for Career Discovery and Development. Interns do not pay tuition or fees for the audit credit hours. Horizons Georgia Tech provides the funding for the internships. Assistant Teachers earn \$11 hour for 288 hours (total of \$3168) for the entire program, including all trainings.

**SECTION 1 - PERSONAL INFORMATION**

**Applicant's Name:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Are you a United States Citizen or Permanent Resident?**  Yes  No

**Have you ever been convicted of an offense against the law or are you now under charges for any offense?**  Yes  No

**If so, please explain:** \_\_\_\_\_

**Person to contact in case of emergency during the summer:** \_\_\_\_\_

**Emergency Contact Phone:** \_\_\_\_\_

**Emergency Contact Email:** \_\_\_\_\_

**SECTION 2 - EXPERIENCE**

**Have you previously worked or volunteered in any Georgia Tech - CEISMC program?** \_\_\_\_\_

**If yes, please list program name(s), dates, and Program Coordinator(s):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reason for leaving?** \_\_\_\_\_

**List any talents, experience or certifications that you have that would be an asset to our organization.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Have you ever worked/volunteered with disadvantaged or underserved populations?**

Yes  No

**If yes, when and what program?**

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**SECTION 3 – EMPLOYMENT HISTORY**

**Name of Company:** \_\_\_\_\_ **Position Held:** \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_

**Supervisor Email:** \_\_\_\_\_ **May we contact them:**  Yes  No

**Duties:** \_\_\_\_\_  
\_\_\_\_\_

**Name of Company:** \_\_\_\_\_ **Position Held:** \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_

**Supervisor Email:** \_\_\_\_\_ **May we contact them:**  Yes  No

**Duties:** \_\_\_\_\_  
\_\_\_\_\_

**Name of Company:** \_\_\_\_\_ **Position Held:** \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_

**Supervisor Email:** \_\_\_\_\_ **May we contact them:**  Yes  No

**Duties:** \_\_\_\_\_  
\_\_\_\_\_

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**SECTION 4 - REFERENCES**

Please list 3 professional references not related to you, whom you have known at least for 1 year:

<i>NAME</i>	<i>PHONE</i>	<i>EMAIL</i>	<i>NATURE OF RELATIONSHIP</i>

**SECTION 5 – REQUIRED SIGNATURES**

I attest that the information I have provided on this application is complete and accurate to the best of my knowledge. I also grant Georgia Tech - CEISMC permission to verify all information I provided with the appropriate offices and references.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**What is Horizons Georgia Tech?** Horizons Georgia Tech seeks to help children of limited financial means to find success in school and to set high goals for themselves including high school graduation and participation in post-secondary educational experiences. Horizons is committed to the development of the whole child through experiences that enhance confidence, foster awareness of community responsibility, build problem-solving skills, and encourage a life-long interest in learning. All Horizons students learn how to swim, making them safer and building confidence. We encourage children to take charge of their lives and realize their full potential. Come join our amazing program! For more information on Horizons at Georgia Tech please visit [www.horizonsnational.org](http://www.horizonsnational.org), [www.horizonsatlanta.org](http://www.horizonsatlanta.org) or [www.ceismc.gatech.edu/horizons](http://www.ceismc.gatech.edu/horizons).

If you have any questions about Horizons at Georgia Tech, please feel free to contact:

Dajuana Robinson  
Horizons Program Manager  
404-894-9707  
[horizonsgt@gatech.edu](mailto:horizonsgt@gatech.edu)

If you have any questions about internship credit hours, please feel free to contact:

Susan Belmonte, M.Ed.  
Pre-Teaching Advisor  
404-385-3494  
[sbelmonte@gatech.edu](mailto:sbelmonte@gatech.edu)