

Title III Project TALCA Internship Information

Teaching Academic Language in the Content Areas: Enhancing Achievement for English Language Learners

Who is eligible for the internship?

US citizens who are full time masters candidates pursuing the TELL certificate program within their *approved* program of studies and who are completing a fall pre-practicum experience for which they are not being paid.

What is the purpose of this internship?

Internships offered through Title III Project TALCA offer LSOE students in the Teaching English Language Learners (TELL) certificate program the opportunity to receive additional classroom experience focused particularly on the academic language development of English Language Learners (ELLs). During this supplemental experience, interns focus specifically on helping ELLs acquire academic language required for learning and achievement. The goals for interns are to connect theory to practice and to develop the competencies required for the instruction of ELLs.

Is there a stipend associated with the internship?

There is a \$3,000 stipend for masters candidates who are awarded the internship. Interns typically receive \$1000 per month (minus taxes and other deductions) for the months of October, November and December.

When and where does the internship take place?

A Project TALCA internship occurs during a student's first pre-practicum (P1) experience. Typically, the P1 experience involves a Lynch School of Education (LSOE) student in a partner school classroom for one full day per week (two for students in the Donovan* program). Project TALCA internships do not replace but instead build upon this P1 experience with two additional days (or one additional day for Donovan program students) in the same P1 classroom placement. Ideally the extra days are spent in the same classroom or site. We work in coordination with the Practicum Office, which attempts to cluster the interns in the same schools. This provides additional peer support and venues for communication among interns. Students in the Curriculum & Instruction masters program are placed for two or three days depending on their previous field experiences. All internships take place in the fall semester.

What are interns' responsibilities?

Project TALCA interns should plan to:

1. Focus specifically on second-language learners—whether in one-on-one instructional support, supplemental small group instruction that supports the classroom teacher's instructional goals, or assessing bilingual/ELL students to inform instruction and

monitor progress.

2. Document (with appropriate cooperating teacher and supervisor's signatures) the completion of all intern responsibilities, including the additional days each week during their one-semester internship placement and submit this documentation to the Title III Project Director at the end of the semester.

Other responsibilities for Project TALCA interns parallel those required of student teachers through the Practicum Office:

1. Students are expected to be punctual for all practicum placements.
2. Students follow the university calendar for pre-practicum assignments.
3. If a student's weekly scheduled days fall on teacher professional development days, during field trips, during parent-teacher conferences, or special professional development workshops, student teachers follow the schedule of their cooperating teacher.
4. Students are expected to display a professional attitude and to refrain from unprofessional remarks about colleagues, parents, or students.
5. Student teachers are expected to maintain confidentiality regarding students.
6. Student teachers are to have read the professional code of ethics by the National Educational Association available at the Practicum Office web page.
7. Students are responsible for informing the Project TALCA Director of any change in address, phone number, or e-mail to ensure effective and timely communication. Students requesting an internship should be prepared to meet the requirements during the same semester as their pre-practicum experience in the fall semester only. Extended practica may not replace the internship requirements.

The Project TALCA stipend serves as the financial support during this semester to allow students to focus on the internship experience. For this reason, it is hoped that students requesting Project TALCA internships would not pursue other employment during the internship semester, so that they may maximize their coursework, practicum, and internship.

Is there any support from the Project TALCA faculty or staff during the internship?

Project TALCA faculty and staff may provide informal, non-evaluative feedback and support during the internship as needed or when requested by the intern. The role of Project TALCA staff is NOT to evaluate student teachers in relation to the grades they receive in their P1 placements. Any support offered by Project TALCA staff serves either to: 1) help the intern reflect on challenges and practices through cognitive coaching, 2) support the intern in meeting internship requirements and maximizing their experience, or 3) gather data about the nature of Project TALCA internships to provide program information to our federal Title III grantor and improve the Project TALCA program.

How do I apply for an internship?

Intern candidates are expected to have met with their academic advisors prior to requesting an internship in order to consider how the internship fits their courses of study.* Internships are awarded only to LSOE students who have filed a program of study with their academic advisors that includes the required TELL certificate program courses. (Students may pursue the TELL certificate program without completing an internship. However, internships provide an opportunity for additional professional development.) Once candidates have an approved program of study they request an internship directly through the Title III Project TALCA Director. Up to 10 internships will be granted each year.

If I am offered an internship and choose to accept the stipend, how do I arrange for the stipend?

If you are offered an internship and opt to accept it, you must contact the Title III Project Director by the deadline noted in your award letter.

The internship requires you to be hired as a BC employee, therefore, once you have received your official award letter from Project TALCA, you must complete the required paperwork. Please call Eileen Sullivan in the Office of Graduate Student Services at LSOE to see if she can arrange to assist you with the paperwork (she can be reached at 617-552-0664). Or, you can go directly to the Payroll Office in More Hall (the payroll number is 617-552-4772).

Please note that in order to complete your paperwork you must bring the following documents:

1. Voided check (for direct deposit - required for all BC employees)
2. Proof of US citizenship
 - US passport, or
 - Social Security card and a driver's license

Title III staff will work with the Office of Practicum Experiences and Teacher Induction to coordinate the internship placements.

*Students participating in the Donovan program are advised to consult additionally with the Donovan Director about their interest in the Project TALCA internship. Due to the highly intensive nature of the Donovan program, students interested in both programs must seriously consider the potential to honor and learn from both programs while completing their required P1 coursework in one semester.