Internship Position:
Ed-Venture Program Assistant

Organization:
Hillsborough County Public Schools - In terms of having an impact and making a difference in education, HCPS offers numerous opportunities for novice educators to experience success in multiple areas of interest because of its size, need, and diversity. Furthermore, HCPS is an exceptional choice for future educators as it is considered to be one of the most innovative districts in the nation in the context of current reform efforts aimed at improving student achievement by targeting the single greatest indicator of student achievement – highly effective teachers and school leaders. HCPS’ trailblazing reforms have been featured prominently in *Time* magazine, the *Wall Street Journal*, *Education Weekly*, the *New York Times*, the *Washington Post*, *Bloomberg Press*, and the *Tampa Bay Times*. Most notably, in 2010, HCPS partnered with the Bill & Melinda Gates Foundation to create Empowering Effective Teachers, a reform that encompassed teacher recruitment, on-boarding with full release mentors, exit counseling for ineffective teachers, and a reformed evaluation process including student achievement gains as a prominent measure of effectiveness.

Program:
Ed-Venture (Extended Day Venture, extended school day) is a program currently in place at three urban, high-poverty elementary schools in Hillsborough County Public Schools. These three schools have over 95% of students who receive free or reduced priced lunch. Students at these schools receive additional academic support as well as vast array of enrichment activities in an effort to close the achievement gap.

Position Duties and Responsibilities
The Ed-Venture Program Assistant will work closely with the Administrator on Special Assignment for Ed-Venture as well as the school administration and the Supervisor of Federal Program Evaluation. The Program Assistant will:
  - Provide one-on-one tutoring for struggling students
  - Help to supervise enrichment activities
  - Assist with program evaluation and data collection

Required Knowledge/Skills/Abilities
The Ed-Venture Program Assistant must have the desire to work with children in poverty with the goal of helping to close the achievement gap. This person must be willing and able to work one-on-one with students on elementary academic tasks. Some prior experience in mentoring or youth development is preferred, but not required. The Ed-Venture Program Assistant should also be able to assist with data collection and initial basic interpretation of the data.

Location:
Hillsborough County, which approximates the size of Rhode Island, includes Tampa, a large urban city, and several outlying municipalities and communities. With over 1,000,000 people, Tampa has become the regional financial, service, and distribution center for Florida’s West Coast. It is
economically, ethnically and linguistically diverse, with 25% of families speaking a language other than English. The population is geographically diverse, with large farming areas to the south and east, numerous suburbs, and a dense, urban core. HCPS is the 8th largest school district in the nation, with over 194,000 students in 142 elementary schools, 44 middle schools, 2 K-8 schools, 27 high schools, and 4 career centers. Currently over half (57.82%) of all students are classified as economically disadvantaged, which represents over a 2% increase in just one school year and a 22.5% increase in the number of students eligible over the last decade.

Without a doubt, Hillsborough County is one of the best places to live and work. Besides its outstanding reputation for education, it is also a county rich in history, culture, the arts, entertainment, and professional and college sports. As a matter of fact in 2008, Tampa was ranked as the 5th best outdoor city by Forbes. A 2004 survey published in Washington Square News, a New York University publication, ranked Tampa a top city for “twenty-somethings.” Situated on the west coast of Florida, on Tampa Bay near the Gulf of Mexico, Tampa is nearby miles of pristine, white sandy beaches. Tampa also has a beautiful downtown cityscape surrounded by the Hillsborough River, yet despite its size, manages to maintain its small town charm. The Tampa area is home to numerous restaurants, popular nightlife districts including Channelside, Ybor City, SoHo, International Plaza and Bay Street, and the Seminole Hard Rock Café, as well as a number of museums, performing arts centers, and theme parks. Easy access to beautiful beaches, a myriad of cultural options, and countless activities available to professionals make Tampa an ideal venue for employment.

Orientation/Training Required
The Ed-Venture Program Assistant must pass a background check and screening as required by Florida’s Jessica Lunsford Act. More information regarding this can be found at: http://info.fldoe.org/docushare/dsweb/Get/Document-3151/k12_05-107a.pdf
The Ed-Venture Program Assistant will incur the cost of this screening, which should be completed prior to the start of the internship.

The Ed-Venture Program Assistant will be given an orientation to the Ed-Venture program, the schools involved, and the expectations.

 Supervisor:
Jenifer Neale
Administrator on Special Assignment for Ed-Venture
jenifer.neale@sdhc.k12.fl.us

Time Requirement
The time required mirrors a five day work week. The work schedule will be Monday – Thursday, from 7:00 – 5:45 (which includes 45 minutes for lunch).