

Bridges at St. Paul's School

Baltimore, MD

Program Description

In 1993, Bridges at St. Paul's School was founded with the goal of making summer into a time of growth, rather than a time of regression, for motivated, but underserved East Baltimore students. It started as a two-summer academic and cultural enrichment program for eighteen fourth and fifth grade students attending Coldstream Park Elementary, a Title I School in East Baltimore.

Over the last 18 years, Bridges has evolved and expanded its program offering in an effort to ensure that the motivated young people that enter Bridges have the on-going support and guidance necessary to become the young leaders our society needs.

Opportunity

An eight week internship supporting the summer programs of Bridges at St. Paul's School, which serves 160 Baltimore City students ages 9-18.

About the summer programs of Bridges at St. Paul's School

Elementary, Middle Grades Summer Institute

-A five week long summer program on the campus of St. Paul's School serving 120 Baltimore City students grades 4-9.

-Days run from 8 am - 5 pm, Monday - Friday, and include daily classes in language arts, math, art, and sports.

-The program also includes weekly all-program field trips, special team events, assemblies, homeroom, and swimming.

High School Summer Jobs and College preparation program

-A six week long program that provides Bridges' 40 high school students with paid summer jobs in fields of interest.

-On Monday, students gather at St. Paul's School for college and career preparatory workshops.

-Tuesday - Friday, each student holds a job at one of Bridges' eleven summer job partners.

For more info on bridges: www.bridgesatsps.com.

Scheduled Activities & Timeline

June 10 - June 23

Elementary, Middle grades summer institute

-Learning about the program

-Laying out a script for a promotional video about Bridges

-Coordinating the end of summer party for teachers

-Assisting with building set-up and design of all-program activities

-Assisting with administrative paperwork / processing

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High School Summer Jobs and College preparation program

- Learning about the program
- Assisting with student orientation
- Creating student profiles and rosters for worksite supervisors
- Making a schedule for student photos at each job site
- Laying out a script for a promotional video about the summer jobs program
- Making an end of program party for job partners, students, teachers

June 24 - August 2

Elementary, Middle grades summer institute

- Making a promotional video for the summer institute
- Taking program photos to document the summer experience
- Assisting with all program events
- Assisting with program evaluation
- Participating / assisting with activities as time permits and based on individual skills

High School Summer Jobs and College preparation program

- Facilitating Monday career speakers and providing administrative support for the day's activities
- Distributing, compiling, and analyzing program feedback from teachers, students, and job providers
- Recommending program improvements based off of feedback and creating up to three school year workshops that meet a pressing need for our high school students
- Taking photos of and interviewing students at work sites to document the summer job experience
- Making a promotional video for the summer job program

Criteria for Selection

Needs a car

Likes working with people and can form fast working relationships with people from a variety of backgrounds

Strong attention to detail

Comfort facilitating career panels and public speaking

Comfort working in excel / managing a database

Proficient photographer and writer

Interest in education, youth development, non-profits, and/or urban affairs

Experience making / editing videos and using publishing software is a plus, but not a necessity

Experience working with kids from urban areas is a plus, but not a necessity