Senior Explore Program

Millbrook High School Internship

Employer Sponsor

Millbrook High School's internship program – EXPLORE – allows students to be educated in a non-academic manner as completion of their last weeks of high school. The student's involvement will mean a three to six week commitment (the end of April to the end of May) based on their academic responsibilities. The hours and days will be worked out between the student and the site supervisor in conjunction with the student's faculty mentor. Not counting time spent on research for their final projects, students should be at the site for at least fifteen hours per week.

At times, if possible, the student's mentor may visit the site to check on the student's progress. As a final assignment every student is expected to give a ten-fifteen minute presentation highlighting their experience and learning. We invite the employer sponsor to see the interns final exhibition.

We hope this program will strengthen the connection between the community and our students.

Your participation in EXPLORE will include:

- Supervise and guide the student through the internship
- Share pertinent knowledge of business/field with the intern.
- Monitoring promptness and attendance using weekly time log.
- Filling out weekly and final evaluation forms for the student.
- Assigning meaningful tasks which relate to the career interest area.
- Assisting students in the daily activities and procedures of the site.
- Contacting the faculty mentor regarding any problems or concerns.
- Helping the student choose a meaningful topic for their final presentation.

We look forward to having you as an employer sponsor for one of Millbrook High School's seniors. If you have any questions, please feel free to contact us at 845-677-2510. Ask for Carolyn Hotaling or Frank Fiorenza. If you'd like to contact via e-mail our addresses are: carolyn.hotaling@millbrookcsd.org or frank.fiorenza@millbrookcsd.org.

Thank you for your interest in Millbrook High School's EXPLORE Program.