



2009 TRIAD INTERNSHIP INFORMATION SHEET

Introduction

Your organization is invited to be included as a potential site for the University of Delaware's Triad Internship program, which aims to promote diverse, professional careers in public horticulture to undergraduate students. Co-administered and sponsored by The Center for Public Horticulture at UD, the Triad Internship provides a student stipend, covers related travel and lodging expenses, and *requires no financial contribution from your organization* other than the investment of staff time. As a host site, students may choose your institution as an internship site in 2009.

Last year's inaugural Triad Internship was a great success. Nearly thirty public gardens participated as potential host sites, and three students were selected as Interns, working at a combined total of seven diverse gardens in the Baltimore, MD, Philadelphia, PA, and Wilmington, DE areas.

Summary

The Triad Internship *emphasizes broad experience*, and aims to provide undergraduate students an early *introduction to diverse public horticulture careers* and an exposure to the missions, resources, and operations of varied public horticulture institutions. Additionally, it helps students focus subsequent undergraduate coursework to match their public horticulture career interests.

Students select three internship sites with differing missions and budgets from one of the following metropolitan areas: Philadelphia / Wilmington, Baltimore, Washington, D.C., Northern New Jersey, and New York City. Approximately thirty gardens are listed on the Triad Internship "menu." An applicant can also work with The Center to assemble an internship in another area of the country.

Undergraduate students *from any university or college may participate* in the Triad Internship. An academic requirement for sophomore or junior level students enrolled in UD's undergraduate Public Horticulture curriculum concentration, the Triad is a three credit hour *learning and working experience* in which a student invests a minimum of forty-five hours at each of three public horticulture institutions. The internship is offered for academic credit for out of state students as well. In order to offset out of state tuition costs, out of state students may extend their internship from the minimum of 135 hours up to 320 hours.

Responsibilities of the Host Institution

- Work with The Center to determine the student's internship schedule and overall experience
- Provide the student an introduction / overview of the organization
- Present an agenda of positive learning experiences for the student
- Provide the student an opportunity to rotate through a variety of departments to experience the institution's diversity
- Offer access for the student to participate in as many facets of organizational operation as is possible and comfortable within the institution
- Provide the student and the Center with a daily supervisor or contact person
- Provide student assessment information

Responsibilities of the Student

- Complete a minimum 45 hours of service and learning at each host garden for a total of at least 135 hours
- Maintain a professional demeanor, exhibiting punctuality, a strong work ethic, and a desire to learn
- Develop a text and photo intensive blog of his/her weekly experiences at each host institution
- Write a comparative paper describing his/her experiences at each host institution and how they relate to potential, future career plans (1200-1500 words)

Assessment and Grading

Host institutions will assist The Center in evaluating the student's performance based on a pass/fail scale. An assessment rubric will be provided to aid in student assessment. The host institution will communicate an assessment of student performance to the Director of The Center, who will assign the semester grade. The final grade is determined from assessments submitted by host institutions, combined with the collaborative evaluation of the student's blog and comparative paper.

Financial Compensation

The Center will provide a stipend to each student that includes \$10 per hour of work at each institution (maximum of 320 hours), as well as covering transportation expenses, and, if necessary, housing expenses.

Application and Internship Schedule

Applications will be made available to students in late November, 2008 with a submission deadline of February 1, 2009. Student selection will be made by March 1, 2009. Students will be available to intern between May 1st and October 1st.

The *Internship schedule is flexible*, and it will vary according to the availability of the student and the host institutions. The Center, host institutions, and student work together to determine the partitioning of the student's time. The maximum stay at one organization is 160 hours, or approximately four weeks. The following is a sample schedule, which can be adjusted based on the mission and size of the organization:

Activity	# of hours
Orientation to the organization	3
Attending meetings with leadership and staff	7
Rotations / shadowing with horticulture staff	7
Rotations / shadowing with collections or conservation staff	7
Rotations / shadowing with operations or physical plant staff	7
Rotations / shadowing with education or programming staff	7
Rotations / shadowing with visitor services or public relations	7

Additional Information

If you have questions about the Triad Internship or The Center for Public Horticulture, contact

- Robert Lyons, Executive Director- email: rlyons@udel.edu phone: 302-831-2517
- Ed Moydell, Associate Director- email: emoydell@udel.edu phone: 718-499-2860