

Danforth Mandatory Internship Experiences

Building Instructional Capacity: Core Competency #2

* A *minimum* of 400 Building Instructional Capacity (Instructional Leadership) hours are required.

- Interns must conduct frequent informal classroom walk-throughs (10-15 minutes per classroom). Optimally, and minimally, these would occur daily – about one hour per day or 5 hours per week. Preferably, a significant portion of these informal classroom visits would be with the mentor in order to provide calibration and offer support for their intern about how they might support individual and common professional development needs (emphasized in Summer/Fall quarters).
- Interns will conduct at least two formal observation cycles of certificated teachers (supported directly by the mentor – alongside/shadow). Additional observation cycles are beneficial (emphasized in Winter/Spring quarters).
- Interns will actively participate in school-wide committees and will lead meaningful portions of these school-wide teams (ie. School Improvement, Professional Development, PBIS, Safety, Budget.).
- Interns will lead multiple staff meetings throughout the year – taking on various roles including facilitator, professional development provider, and consensus builder).

Marshaling Resources & Improving Systems: Core Competency #3

- Interns will regularly participate in meetings (for exposure) and when possible enact public leadership to shape the school/program budget, staffing and schedule.

Advocating with Families, Students & Communities: Core Competency #4

- Interns will partner with their mentor (or lead on their own when possible) to meaningfully engage families/communities to support the focus of their inquiry project. *See below for details on the inquiry project.

Driving Improvement with Data: Core Competency #5

- Interns will visibly engage staff and community with an inquiry cycle which means using data to collaboratively identify priority questions, learner-centered problems, problems of practice, theories of action and developing and implementing action plans. *The inquiry cycle must address the instructional core –interactions between the student, teacher and content.*

Internship Hours

- 50 shadow hours are required to be accumulated between April through June. Interns may accumulate up to 100 shadow hours, April through June.
- 100 internship hours (optimally at least 130) are required in August in order to build connections, understand your context and learn how the school year begins from an administrative perspective.
- A *minimum* of 1000 overall internship hours are required.
- A *minimum* of 400 Building Instructional Capacity (Instructional Leadership) hours are required.
- Internships formally begin in August and end *no earlier than the first week of June.*