

1 Welcome to the Center for Environmental Transformation!

2 ECO INTERN APPLICATION 2015

INSTRUCTIONS:

There are three parts to the Eco Intern Application:

1. **Description of CFET:** What does the Center for Environmental Transformation do?
2. **Position Description:** What is an Eco Intern? What are expectations of Eco Interns?
3. **Application Questions:** Opportunity to share why I want to be an Eco Intern.

What you need to do:

- o Read the entire application packet carefully. Be sure that you understand all parts, including the Position Description.
- o Fill out Application pages and answer all questions. Give full, complete answers.
- o Send us the Application!

Timeline:

- **Monday, June 15th by 4:00pm** - Application must be received by mail or e-mail
- By Tuesday, June 16th I will call or e-mail to confirm that we've received your application.
- **Saturday, June 20th at 9:00 am – 11:00 am mandatory group interview** (please wear clothes that can get dirty!)
- Monday, June 22nd – you will be notified about decisions.
- If you are hired you will need to fill out paperwork on Thursday, June 25th from 4:30-6:00 pm.

Bring your bank account information, ID or birth certificate, and Social Security Card

Remember if you are under 18 you will need to get a work permit before you can legally work! You can get the papers from your school, I will need to fill out part of it, then you need to get signed by the school department and you need to turn the original in to me. **You cannot legally work without this!**

- **Monday, June 29th – First Day of Program** 4:00-6:00 pm @ CFET!

Summer Program: Starts June 29th!

Contact Information:

Completed applications must be mailed to CFET, 1729 Ferry Ave, Camden, NJ 08104 or emailed to farmer@cfet.org. Please call or e-mail Dean if you have any questions (ph: 732-861-4666). I am happy to answer questions and help! Late applications will not be accepted.

CFET's Mission

The Center for Environmental Transformation (CFET) is a non-profit, rooted in the Roman Catholic tradition, that directs its efforts to all people, particularly those who live in the Waterfront South neighborhood of Camden, NJ. In partnership with our neighbors, we seek to educate people into a more environmentally responsible way of living and sponsor local solutions to environmental challenges, with a focus on sustainable modes of food production.

Youth Programming

Education, training, and work experience for youth.

The **Eco Intern** program is an entry-level work opportunity for youth ages 14-19, which uses urban gardening, cooking, and entrepreneurship as a vehicle to develop leadership capabilities among youth. This program provides young people with an opportunity to develop and refine skills that will support them as they move into the workforce. Through this program young people are employed by CFET to work in our five gardens while also learning valuable lessons about nutrition, entrepreneurship, financial literacy, and teamwork. Youth in the program are responsible for running the weekly Farmers' Market stand as well as creating, manufacturing and distributing CFET's value-added product line.

Assistant Farmers is a program for alumni Eco Interns designed to enhance leadership and facilitation skills. Assistant Farmers are responsible for leading weekly workshops and developing garden work plans for the Eco Interns and supporting the Garden SEEDS children's program.

Children's Programming

Food centered education and exploration.

Garden SEEDS a program for children ages 9-13, Garden SEEDS facilitates the hands on exploration of food and where it comes from. Participants explore everything from soil composition and the plant life cycle to harvesting techniques. Children also engage in simple nutrition and cooking lessons, giving them a chance to taste the fruits of their labor. SEEDS runs both on-site at CFET and in local schools.

Service Learning Retreats

Intensive environmental engagement.

Springing from a unique combination of service, education, reflection, and relationship building, our environmentally focused retreats are the perfect opportunity for outside groups to participate in the daily work and life of CFET. Open year-round, our offerings range from single-day service projects to week-long immersion trips. Come get your hands dirty and experience Camden in its fullness.

1 Gardens and Green spaces

We are committed to creating permanent community green spaces and gardens in Camden.

CFET manages about one acre of growing space at five locations in Waterfront South. Growing over 2,000 pounds of fresh chemical-free fruits and vegetables, thousands of seedlings, and hundreds of native plants these gardens serve as community gathering spaces, outdoor classrooms, and an urban connection to the natural world.

Eco Intern Position Description 2015

CFET hires youth who live in Camden ages 14-19.

What CFET wants you to learn as an Eco Intern:

- How to become a leader in your community.
- How to relieve hunger in your community.
- How to work in teams and contribute to group efforts.
- How to make healthier choices in your life.
- How to garden and teach others your skills.

Examples of projects and responsibilities as an Eco Intern:

- Prepare, plant, and care for our gardens by digging, weeding, watering, mulching, harvesting, clearing trash, construction and more. It can be hard work!
- Fully participate in hands on cooking and nutrition workshops and the production of CFET's new value-added product line.
- Fully participate in workshops – the history of camden, leadership development, food systems, budgeting, value-added product production, garden education, and more.
- Help plan, prepare, and serve our group lunches.
- Rise to the challenge! Try out various responsibilities and roles and participate fully – this means taking risks, sharing your ideas, and contributing to the team.

What We Want From You:

- Excitement to try new things & willingness to learn about yourself and your peers
- A desire to make yourself and your community healthier
- Excitement to contribute and participate with the group
- Respect and acceptance of diverse backgrounds
- A desire to work hard, spend time outside, and try new foods

Schedule:

- **Spring:** Eco Interns will work Tuesdays and Thursdays from 4:00-6:00 pm and occasional Saturdays.
- **Summer:** Eco Interns will most likely work Monday & Wednesday from 9:00-3:00 pm, Fridays from 9:00-11:00 am and 2:00-7:00 pm, and occasional Saturdays.

- **Fall:** Interested youth will also have the opportunity to apply for a fall position.

Pay: Youth will be paid \$8.38/hr via direct deposit every two weeks. Youth must have a bank account prior to working at CFET. Youth will not be paid for hours that are not worked.

Transportation: Youth are responsible for showing up to work on time. CFET will provide transportation to any field trips.

Interviews: This year we are having a group interview. Everyone who applies to be an Eco Intern is expected to participate in the interview process. **If you don't participate in the interview it is extremely unlikely that you will be hired.**

The Interview will be on **Saturday, June 20th from 9:00 am – 11:00 am** at the Emerald Street Garden (entrance at 412 Jasper Street, Camden). The interview will include team building activities, garden work, and one-on-one conversations with staff or Assistant Farmers. This is your opportunity to show us your work ethic and your ability to work with your peers.

It is important to be on time to the interview and to stay for the entire 90 mins. Please wear clothes that you feel comfortable getting dirty and bring a water bottle.

Important Dates to Remember...

- * **Monday, June 15th:** **applications** *must be postmarked or e-mailed* by this date! Please submit your application by mail or email.
- * **Tuesday, June 16th:** expect a call from us to let you know we got your application, that we have all the information we need, and to verify your attendance at the group interview.
- * **Saturday, June 20th from 9:00am - 11am:** the **group interview!** You must participate in this to be considered for a position.
- * **Monday, June 22nd** – expect a call from us to let you know if you got the position, if you're on the waiting list, or if we won't be able to offer you a spot this year.
- * **Thursday June 25th from 4:30-6:00 pm** - If you are hired you will need to fill out paperwork. Bring your bank account information, ID or birth certificate, and Social Security Card.

Remember if you are under 18 you will need to get a work permit before you can legally work!
You can get the papers from your school, I will need to fill out part of it, then you need to get signed by the school department and you need to turn the original in to me.

You cannot legally work without this!

- * **Monday, June 29th** – First Day of Summer Program 4:00-6:00 pm @ CFET!
- * ***This is a competitive program and we cannot accept all applicants, so try your best on your application. If you are not selected, we are more than happy to meet with you to tell you how to improve your application and we encourage you to apply again next year!***

*If you have any questions at all, don't hesitate to call CFET 732.861.4666. Ask for Dean. We are excited to help you with any part of the application that seems confusing or intimidating!

* **Summer School** conflicts with the summer position. If you plan on attending summer school please do not apply for the summer internship.

Please *mail or e-mail* your application:

Center for Environmental Transformation, 1729 Ferry Ave, Camden, NJ 08104

farmer@cfet.org

732.861.4666



Center for Environmental Transformation Eco Intern Application 2015

*Please submit application so it is *postmarked* by th to CFET, 1729 Ferry Ave, Camden, NJ 08104 or to farmer@cfet.org If you have any questions please call us at 732.861.4666. Ask for Dean.

1.1 Part A: Background / General Information

First Name _____ **Last Name** _____

Name you would like us to call you _____

Biological Sex: FEMALE MALE **Are you between the ages of 14-19?** _____

Home Address _____

Phone # _____ **Second Phone #** _____

4 Email: _____

5 What is the best way to reach you?

If hired, what size t-shirt would you like? small medium large x-large

Rank (in order of preference) which session you would like to participate in (1=first choice, 2 = second choice, 3 = third choice).

If one of the sessions doesn't work for you write NO next to it.

Summer Session: begins with an Orientation on June 29th and ends on Friday, August 28th

Have you ever had a job? If yes, please list where, what you did, and when you worked.

Who referred you to CFET? _____

Please provide us with **two references** who we can call to learn more about you. This can be a teacher, coach, mentor, case-worker, former employer, or other adult who knows you well, but **cannot** be a family member or peer. If providing a written reference is easier that is okay too.

Name	Phone Number	Relationship to you
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1 Part B: Questions

2 This is where we learn more about you... so we encourage you to write as much as you can!

- Some of the questions have several parts, so be sure to answer each part before moving to the next question.
- Do not worry about spelling or complete sentences and feel free to make lists if that works better for you.
- Answering these questions may be the only opportunity you have to tell us about yourself. Please give us as much information as possible.

1. (a) Why do you want to work as a CFET Eco Intern?

(b) What are some qualities you think you would bring to the group?

2. Think about something you have done, good or bad. Describe the situation and what you did. How did your actions affect other people?

3. (a) Think of someone you respect. Respect can take many different forms. List at least 4 *different reasons* that you have respect for this person.

Person:

- 1.
- 2.
- 3.
- 4.

(b) What does "respect" mean to you?

4. (a) Think of your strengths. What quality do you like most about yourself? Why?

(b) What is one thing about yourself that you would like to improve? Why?

5. Tell us about something that is important to you and that you spend time doing. Provide as much information about the activity as possible and explain why you enjoy it.

6. What do you want to get out of this job? How can the Eco Internship help you achieve your goals?

7. Do you have any conflicts with the schedule (this includes family vacations, summer school, sports schedules, camp, etc.)?

**Part C: Additional Questions -
For youth who have worked as an EcoIntern in the past**

This section is only for those of you who have worked as a EcoIntern in the past. We want to know why you want to return to CFET. *It is important to recognize that additional responsibility and expectations come with returning to the youth crew.* Because of your prior experience, your actions will serve as examples to new members of the youth crew.

Please answer the following questions on a separate piece(s) of paper:

1. Think about your experience as a Junior Farmer, about the work you did as a member of the crew and the work you did in your community.

- a.** Describe what it meant to you – how did it impact or change you?
- b.** How do you feel you made an impact on the youth crew?
- c.** How do you feel you made an impact on the community?

2. What is one thing about your role in the crew last year that you want to change? How will you improve it?

**Please don't sell yourself short with answering these questions!
Try your hardest!**

Eco Intern Program Permission

The Center For Environmental Transformation
1729 Ferry Ave.
Camden, NJ 08104

Permission Slip 2015

Through The Center For Environmental Transformation we are continuing to provide Garden & Greenhouse programming to the community. Eco Interns are paid participants that will learn gardening and cooking skills while helping to make Waterfront South a more beautiful neighborhood, and visiting farms and community gardens and events around the region.

I hereby request that my child, _____, be permitted to participate in the Eco Intern program (described above) and I consent to such participation. I understand that this program will take place in gardens, the greenhouse, and indoor kitchen/art space in Waterfront South (Camden, NJ), and to locations driven by Dean Buttacavoli or volunteers of the Center For Environmental Transformation or through use of public transportation. I hereby waive and relinquish any and all claims, of whatsoever kind and nature, that I may have against any agent, servant, officer, or employee of the Center For Environmental Transformation which claim arises as a result of the event described above and give my child permission to participate. I consent for my child to be photographed and to allow the Center For Environmental Transformation to use any photos as it alone shall decide and its sole discretion. I release the Center For Environmental Transformation from any obligation to pay a fee or royalties for any use of the photo.

_____ Parent/Guardian Name

_____ Parent/Guardian Signature and Date

Please Complete the following information:

Child's Name: _____

Child's Birth Date: _____

Address: _____

Parent/guardian(s) name(s): _____

Phone number: _____

Alternate/work/cell numbers: _____

Emergency Contact Name:

Emergency contact phone:
