



Earth Sciences Department
1156 High Street
Earth & Marine Sciences Building, Room A232
Santa Cruz, CA 95064

(831) 459-4089 (main office)
(831) 459-3074 (fax)
(831)459-2574 (C.Moore)
cmoore@es.ucsc.edu

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Dear Prospective Earth Sciences Internship Applicant,

This note contains information about the UCSC Earth Sciences Internship Program that is intended to help you decide whether to participate and how to apply. It also describes some of the goals of the program, hopefully making it clear what an internship is and what it is not.

The UCSC Earth Sciences Internship Program was started in 1998 with the intent of providing learning opportunities and work experience for advanced Earth Sciences majors, and in the hope of assisting local companies, foundations, agencies, and municipalities with achievement of important goals. In other words, the program is intended to benefit both the participating student and the sponsoring organization and mentor.

The Internship Program is geared towards advanced students, generally seniors, who have acquired sufficient scientific and technical skills so as to make a genuine contribution in a professional workplace. If you have just declared the Earth Sciences major, and have not completed many (or any) upper-level electives, you are probably not ready to take on an internship.

The ideal internship involves matching the applicant with a sponsoring organization and mentor. Cathy Smith and I work with the sponsoring organizations and mentors to define specific interim and final goals for the internship. Although an internship might lead to a permanent position with the sponsoring organization, it is not intended primarily as a stepping-stone to a regular job. Instead, it is intended to give the intern a chance to apply scientific and technical skill acquired as a student in a real-world work experience, to develop new skills, and to get a better sense of long term career goals. Your internship supervisor may also prove to be a valuable source of educational and career advice,

and might be an important professional reference. The benefits to the sponsoring organization and mentor can be significant: they get access to skilled and

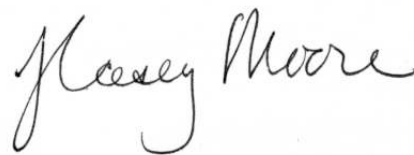
motivated students, without obligation for long-term employment, with little or no financial obligation. But bringing on an intern is never truly “free.” Designing appropriate projects and providing regular supervision and feedback takes a lot of time and represents a real commitment. This is why we emphasize so strongly that interns must take these positions and obligations seriously.

Not every student is qualified for every available internship, and some students may not be qualified for any available internship. A high level of academic achievement is required, as is the ability to work independently, cooperatively, creatively, and on deadline. Most non-academic organizations and businesses pay much more attention to the “bottom line” or the “delivered product” than they do to the process by which individual goals are achieved. Put more bluntly, you must be able to produce on time to have a successful internship. Thus we will be screening applicants carefully before placement.

Finally, please be honest with us and with yourself when filling out the application. What are your true goals in applying for an internship? What are your other time commitments and financial constraints? Be sure that you are prepared to follow through on your promises – once you begin an internship, several persons will have placed their trust with you. The obligation is then on your shoulders to perform and achieve. Also, be aware that you will be asked to meet regularly with both your mentor and me, and to prepare a final report describing your experiences and the results of your internship.

Please talk to me or Cathy Smith about the program if you have any questions, and best wishes for a successful internship!

Sincerely,

A handwritten signature in cursive script that reads "Casey Moore". The signature is written in black ink and is positioned below the word "Sincerely,".

Casey Moore

Earth Sciences Internship Application

Quarter for which applying: _____

Date: _____

In order to ensure the most appropriate placements at internship sites, we are asking students to submit this application. Please fill it out completely and return to the department's staff adviser, Cathy Smith, A251 E&MS Building. Both Cathy and the Internship Program director, Casey Moore, invite your questions and ideas. If you have not already done so, please stop by to let us know that you are interested in serving as an intern. You may attach a resume to this application.

Casey Moore:	cmoore@es.ucsc.edu	459-2574	E&MS A116
Cathy Smith:	csmith@es.ucsc.edu	459-2504	E&MS A251

Name: _____

Phone: _____

Address: _____

Email: _____

Intended quarter of graduation: _____

Articulate your goal(s) in undertaking an internship. In a concise sentence, state what you want to achieve.

In one or two sentences summarize your qualifications. That is, what are your most outstanding skills and credentials, what do you bring to the table?

List the science courses you have taken as a college student and any other relevant education.

List previous work experience (you may attach a resume, if you wish).

List your computer skills, if not already mentioned above. Include specific operating systems and software with which you are experienced.

Does the internship have to be paid or are you willing to participate without compensation? (Academic credit may be awarded in either case*)

Would you be willing to intern with a company that is involved in development--for example an engineering firm—that is, working for a developer at an environmentally controversial site?

Would you be willing to intern as an Earth sciences expert in a political/policy setting, for example on the staff with a local, state, or federal agency or politician?

Would you be willing to intern in a local school, assisting a science teacher?

List the names, e-mail addresses, and phone numbers for two faculty members who can provide a reference (please don't ask for anything in writing – we will call them for a reference):

Is there anything else we should know about you or your goals?

⇒Once you have been placed in an internship you will complete a Learning Contract form and obtain both Casey Moore's and your employer's signatures for approval. Take the completed Learning Contract (including signatures) to Cathy Smith to get a call number for enrollment in EART 98 / 198 / 298 - Earth Sciences Internship (3-5 units of credit). Enrollment deadlines are posted quarterly at the Earth Sciences Department Office.