

October 31, 2019

Dear IDEAL Community:

The IDEAL School of Manhattan is creating an internship program for our High School and 18-21 Program students to provide them with opportunities to gain hands-on experiences in business, science, the arts, media, the law, retail and service industries, and other areas. We are looking for organizations interested in partnering with us by sponsoring school year and summer internships.

As you know, IDEAL is an inclusion school where we provide academic and other support for some of our students in order to facilitate their success. This will be true in the workplace as well, and as part of our internship program we will provide job coaching and support--both through the curriculum and on-site--as appropriate. Students will be carefully matched with sponsors and our faculty will work closely with them to set our students up for success. Students and sponsors will work closely together to arrange a work schedule that meets the needs of both parties.

Internships not only provide students with exciting opportunities for hands-on experience and to explore areas of passion and interest, but the sponsoring organization will benefit from enthusiastic interns who will make meaningful contributions. If you are interested in discussing a possible partnership, please complete the attached form and return it to Emily Kuntz, Assistant Upper School Head. Please don't hesitate to reach out to us with your questions or for further information.

Thank you for considering hosting an IDEAL student in your organization and for the many ways you support our school.

Best wishes,

Janet Wolfe, Head of School, jwolfe@theidealschool.org

Emily Kuntz, Assistant Upper School Head, ekuntz@theidealschool.org

The IDEAL School of Manhattan

The IDEAL School Internship Program Sponsorship Interest Form

Name of Company/Organization

Relationship to The IDEAL School of Manhattan

- Parent
- Alumni
- Trustee
- Advisory Council Member
- Other _____

Type of Company/Industry

Company Address

Name/Position of Contact

Email of Contact

Interested in Internship Offered To:

- Only students who would not need additional support/job coach, either on-site or through the school curriculum
- Only students who do need additional support/job coach, either on-site or through school curriculum
- All students

Internship Description

Required/Suggested Skills