

Monomoy Community Internships

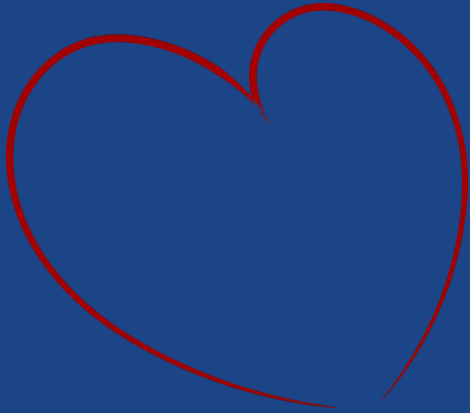
REFLECTIONS

May 2026

The delicate balance of mentoring someone is not creating them in your own image, but giving them the opportunity to create themselves.

– Steven Spielberg

Thank you to all of our Community Mentors!  
Your participation makes our internship program possible!



Please enjoy the following presentations of our MRHS interns' capstone projects.

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**Sherman Kelly &  
Associates, CPAs**

**Tyler Ayer**

# Overview

- Sherman Kelly & Associates is an accounting firm in South Dennis, MA**
- They deal with individuals, trusts, partnerships, and corporations.**
- They have a large number of clients, having between one and two thousand individuals.**
- During tax season, they were extremely busy.**
- They charge \$450 for a tax return typically, and are paid based on service time.**



# Learning Experience

**I learned quite a bit in my very short tenure with Sherman Kelly & Associates. Here is a brief list:**

- How to file a tax return**
- The importance of organization**
- The side of running the business and managing costs, bank accounts, and assets**
- How to use accounting software**
- Connections with new people that I will never forget**
- Work ethic**



# Reflection

**While at Sherman Kelly & Associates, I had so much new experience despite a late start. I had not realized how much I truly learned from this short experience until I look at it now. Sheila, my mentor, showed me the programming, business, organization, and social side of being in the field of accounting. Fritz, who is an accountant, showed me how to file tax returns and taught me how the whole process works in detail. I am happy I got to meet all these new people, also including Mark, Claudine, Katherine, Ashley, Howard, and Rod. I met many of their customers, and hope I made a lasting impression with them as well.**



# **My Performance**

**As I have already stated, I have learned and achieved so much since arriving at Sherman Kelly & Associates in March. In working with Sheila, she always tells me how much of a help I am, especially with sorting files, processing checks, heavy lifting, and paper shredding. I feel like being a young 17 year old, I have brought youth and excitement to this agency in my time here. I feel as though my productivity has been excellent, and I hope that is how all employees there feel about me.**



# **Professional Growth**

**In my time here I have grown professionally immensely. My growth is seen in:**

- My productivity**
- My social interactions with peers**
- My work ethic**

**I am not the most serious person, so being able to come here and get a scope of a more serious setting while still being able to put a smile on someone's face is always awesome. Also, the ability to see a true professional workplace from the inside has been great, especially because I had never truly been in an environment like this.**

# What Made My Placement Authentic?

**What made this placement so authentic was my ability to interact with everybody at the firm as if I worked there. They all have treated me like I belong and as if I were part of their family despite being a brief visitor. Also, I have been able to do it all here, from helping to file a tax return, to being a helping hand when needed, to learning information about taxes that I could transfer to my life. This is what made my experience so real.**



# Highlights

**I would say that there are two different highlights to my placement:**

**-Learning about taxes and business management**

**These are two very helpful topics to be informed on, as some of the information I learned in my brief tenure here could be used to save me thousands and thousands of dollars in the future if I am smart. Also, understanding a budget and how to manage business costs will be helpful in the future if I decide to start or manage a business.**

**-Putting a smile on someone's face**

**A goal of mine everyday is to make at least one person around me have a better day than they would if they did not see me. I hope every day someone felt my impact in a positive way, because this would make every day a highlight for me.**

**The End!**

**Huge thanks to Sheila for everything you have done in my time at Sherman Kelly & Associates, as well as big thanks to Fritz, Claudine, Mark, Katherine, Howard, Ashley, and Rod. Thank you all for making my time here great and giving me an opportunity!**

# Chatham Fire Department



Gabriella Bassett

# Why I Chose Chatham Fire Department

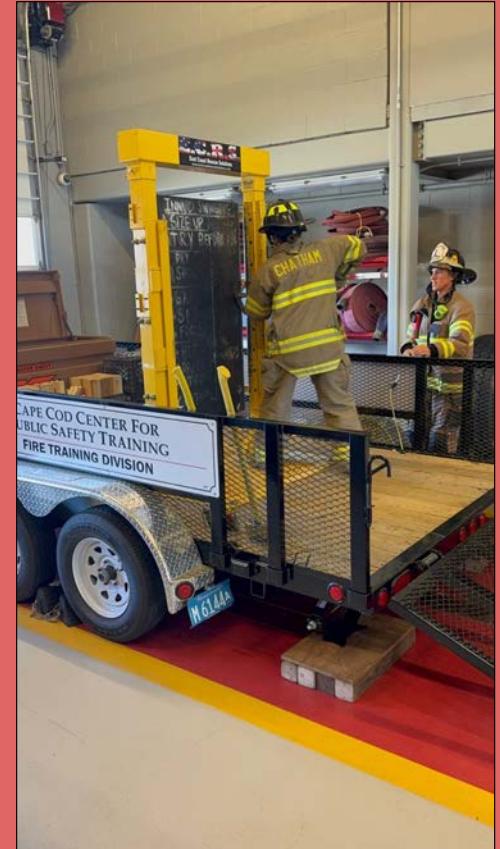
- I wanted to learn more about how everything works within the station and be able to experience going on medical and fire calls.
- To have an internship where I could be moving around and not sitting at a desk.
- I knew many of the people who worked there.

# About the Chatham Fire Department

- Everyone was super welcoming, and I was never treated like an intern. I was able to do hands-on things just like everyone else.
- I started this internship knowing many of the firefighters.
- I got to learn about all the equipment and even get my own turnout gear to wear on fire calls.

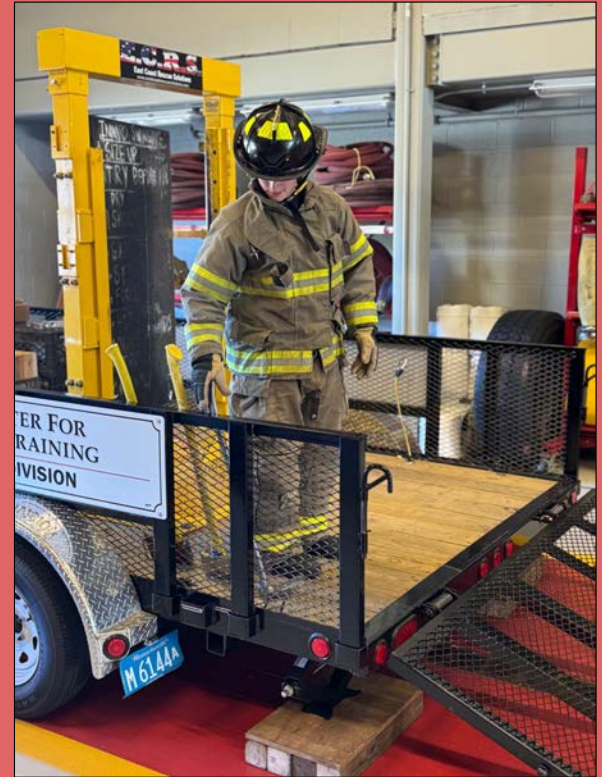
# What I Learned - Fire

1. Getting in and out of turnout gear fast and being able to use the SCBA (self-contained breathing apparatus) many times and getting comfortable with it.
2. Engine operations, such as dressing a hydrant, pulling lines, operating the pump, flowing water, setting up the ladder truck to be able to go up and use the manual remote on the bucket, etc.
3. Forcible entry with power tools along with axes, saws, and picks.
4. Protocols
5. Responses to emergencies



# What I Learned - EMS

1. Trauma, and the treatment and transfer of many different traumatic injuries.
2. Medical, the treatment and transfer of many different illnesses and diseases.
3. Medical organization of the bags, stretcher, ambulance, and station for what they need for every call.
4. Radio communication for CCH, Mutual Aid, and CFD
5. Dispatch
6. What everything is used for inside and out of the ambulance.



# Thank you!

Chief Justin Tavano

Deputy Chief Ryan Clarke

and to everyone else who made this opportunity possible!





# CAPSTONE PROJECT

Ella Baum

# WHAT I LEARNED

At my internship I learned about caring for animals, the treatments for certain conditions, the preventive measures for diseases, and the proper way to interact with clients. Some specific things I have learned about include proper vaccine administration, new contributions to the veterinary field, surgical preparation/surgery, and life-threatening conditions requiring urgent care.

One thing I learned was that vaccines have specific requirements for administration, including placement, age, and exposure to other dogs.



Additionally, I learned about finding different veins and how different medicines need to be administered and why.

# REFLECTIONS

Throughout my time at VACC, I always felt welcome to ask questions and learn alongside the technicians. One of my favorite parts of working was seeing how much everyone valued their roles as caretakers and the impacts they made in animals' and people's lives. The integrity and passion every single person there exercised truly aligned with my own values and further inspired me to pursue my own career in veterinary medicine.

I feel that the experience I have had is priceless and will undoubtedly give me an advantage when it comes to pursuing a further education in animal sciences. There are certain things in medical fields that can only be learned by hands-on experience. For example, humans cannot communicate with animals like we are able to with humans, so we must learn to analyze behavior and body language in real time to prevent injury or limit distress.



PATIENT PROMPTS:  
Temperature  
Mucous

10/21/2021 PS Staff HC

Recommend MUCUS to exam May 2018. Run and process C-protein 2018  
Mucous go away slow and try to use Pan-Net method. Old color indicates more severe. All not need to  
mucous

200  
40

Date	Type	Staff	HC	History
				Diets to express glands Nail trim
				BM/Urination - WNL
				C&W/P - WNL - eats grass
				Diet-Dry food-weight watching
				Carrots + sweet potatoes
				Turkey/chicken, peas
				Probiotic
				Salmon oil
				no medications other than heartworm prevention

3

Veterinary Associates of Cape Cod Page 1 of 1 Date: 4/14/2024

# PERFORMANCE AND GROWTH AS A PROFESSIONAL

At the beginning of my internship I was not very confident in my abilities and was not sure how to act in a serious professional setting. Over the course of time, I slowly became more confident with the guidance of my advisors, and I was encouraged to start participating in various aspects of veterinary care. One area I made significant improvement in is helping to admit patients for checkups. I started out simply observing before I began to participate in asking clients follow up questions, reviewing questionnaires, and finally completing the entire process on my own under supervision. Throughout the course of the program, I had similar experiences where I would begin feeling apprehensive about asking to help out; however, by the end, I was able to assist the technicians in gathering supplies, cleaning up, and was even able to interact with some of the surgeons in the operating room.



Some highlights of my experience include being able to...

view surgeries using new technology, like a laparoscopic ovariectomy and tibial tuberosity

Work frequently with specific patients and get to see their recovery progress

Help walk recovering animals

View dental extractions and cleanings



My experience felt “real” because I was involved in so many activities and aspects of the veterinary office.

I interacted with clients or animals every single day and participated in ultrasounds, x-rays, sanitation, and so much more.

# HIGHLIGHTS

# IMPACT

This internship has helped me overcome my doubts in my own abilities and gave me a newfound confidence when it comes to pursuing my career. While I was always interested in being a vet, I was concerned about the amount of school it would require and wanted to be sure that I would be making the right decision before fully committing to that path. This fall I will attend UMass Amherst where I will major in animal sciences and hopefully continue onto their pre-vet program. I can say with full confidence that my internship is the reason for my commitment and excitement to begin higher education and start the process of becoming a veterinarian.



# THANK YOU

Thank you to Chris and everyone at VACC for making me feel welcome and always being enthusiastic to teach and encourage me. I could not have hoped for a more engaging or educational experience, and I am very grateful for being able to participate in such an amazing program. I know that anyone who interns here, even if they do not become a vet, will have a great experience and learn so many important skills just like me.

# CCNC

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PROVIDING A SERVICE TO THE CAPE COD COMMUNITY BY ASSISTING WITH PERSONAL HEALTH AND WELLNESS

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Cape Cod Nutrition Corner  
**Meryn Boutin**

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# Key Takeaways

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# What I Learned



During my internship at Cape Cod Nutrition Corner, I learned how to guide customers in choosing supplements that match their individual health goals, such as improving energy, supporting fitness, or maintaining overall wellness. I managed to gain a better understanding of common vitamins, protein products, and natural health remedies, as well as how they benefit the body. I also developed customer service skills by communicating clearly, answering questions, and making recommendations in a friendly and professional way. Overall, the experience helped me build both my knowledge of nutrition and my confidence in working with people.

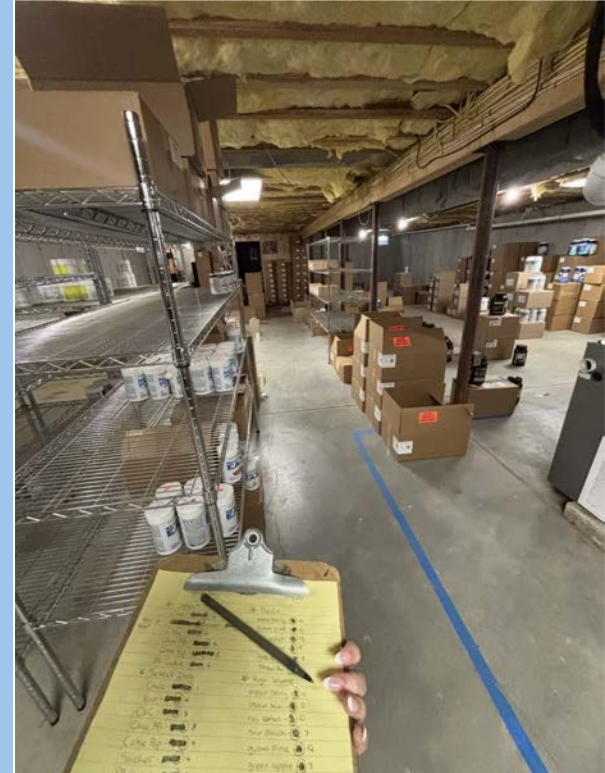
# Performance

I believe my performance at Cape Cod Nutrition Corner was good because I consistently contributed to keeping the store organized, stocked, and welcoming for customers. I made sure shelves were filled and products were neat and easy to find, which helped create a better shopping experience. I also assisted customers by answering questions, helping them locate items, and offering recommendations when needed. In addition to these responsibilities, I stayed attentive to daily tasks and worked to support the team wherever I could, showing reliability and a strong work ethic throughout my internship.



# Growth as a “Professional”

During my internship at Cape Cod Nutrition Corner, I developed important professional qualities like responsibility, teamwork, and communication. I was able to grow skills such as organization, time management, and initiative as well as becoming more confident helping customers. This experience helped me grow into a more dependable and professional worker.



# What Made My Internship “Real”

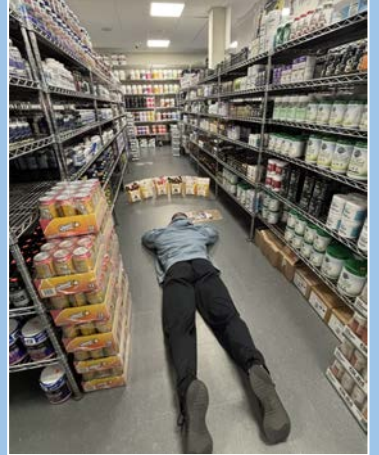
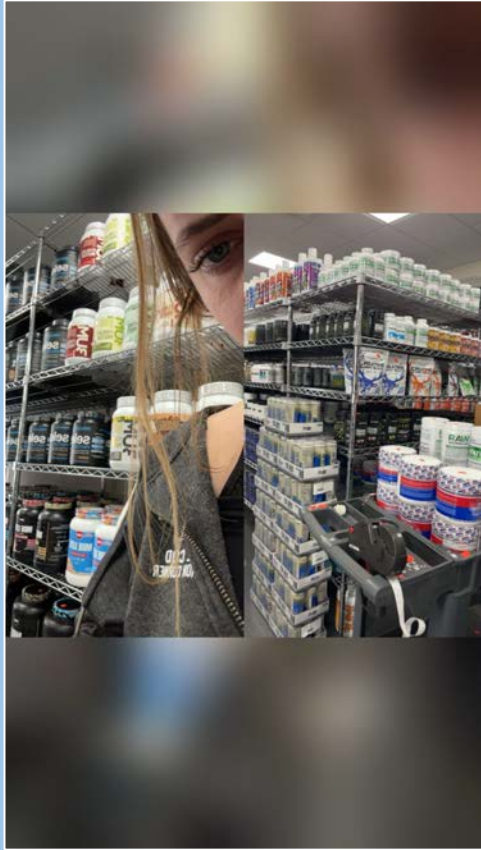
What made my internship “real” was building relationships with our regular employees and customers and being able to make them feel comfortable when they enter the establishment.

Additionally, I met new members of the community almost daily, each one with a unique request or need. This work was extremely beneficial for me, as well as the customers, because it allowed me to understand the real-life impact I could make on the lives of the people around me.

# Reflections



Reflecting on my internship at Cape Cod Nutrition Corner, I can see that I learned so much and improved over time. I truly became more comfortable talking to customers, and my product knowledge grew. I also got better at staying organized and keeping up with my responsibilities. I was able to learn about all of our products and their functions, assisting me in my real life interactions as well as the professional one. This experience showed me the importance of being reliable and working as part of a team, and it helped prepare me for future jobs.



# THANK YOU!!!!!!

A special thanks to Mr. **James Carron** for being such a generous boss and friend as well as **Mike Perna, Andrew Sears,** and **Sean** for making every work day fun and sharing all of your professional knowledge with me!!

Thank you as well to Ms. Armstrong for allowing me to pursue an unconventional kind of internship that aligns with my true interests!!

# MY INTERNSHIP EXPERIENCE AT KELSEY'S AUTO BODY

Sani Brown

# WHAT I LEARNED



I have learned:

- Masking
- Buff bumpers,fenders, and hoods
- Mounting a tire
- Skuff bumpers,fenders, and hoods

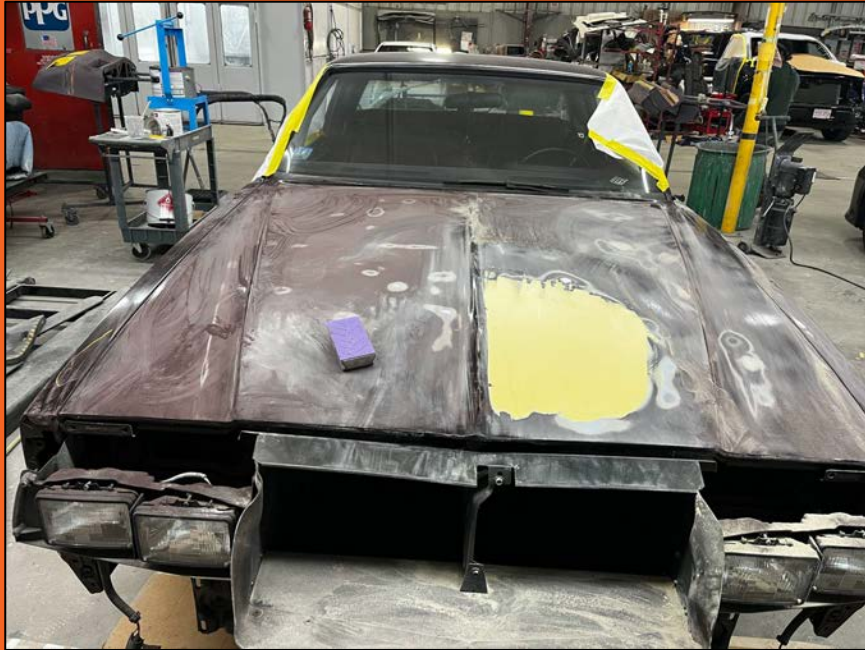


# MY PERFORMANCE 🐢



🐢  
My progress is slow.  
There is so much to  
learn and I am still  
being taught how to  
do everything.

# HIGHLIGHTS



# WHAT MADE IT “REAL”

What made it real was this is hands-on learning, and there is no same repair. Each repair is different depending on the make and model of each manufacturer.



# IMPACT ON MY LIFE

I have a job opportunity to work there for the summer. This internship increased my interest in working on cars.



**A BIG THANK YOU  
TO EVERYONE AT  
KELSEY'S  
AUTO BODY!**



# CAPSTONE PROJECT

Jordan Bryan

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# About Cape Cod Truck

Cape Cod's premier source for complete, bumper-to-bumper care for your  
Trucks, SUV's, RV's and Trailers

Let our team of highly-trained factory certified professionals keep your vehicles on the road and generating revenue!



## REPAIRS

- ✓ Engine & Electrical Diagnostics
  - ✓ Mechanical
  - ✓ Electrical
  - ✓ Hydraulics
  - ✓ Brakes
- ✓ Suspension & Alignment
  - ✓ Tires
- ✓ Trailer Repairs



## TRUCK BODY SALES, INSTALLATIONS & CUSTOM FABRICATION

- ✓ Stellar Hook Lifts & Service Bodies
- ✓ Iroquois Dump & Flat Bodies
- ✓ Supreme Box Vans & Refrigerated Bodies
- ✓ Tommygate Lift Gates

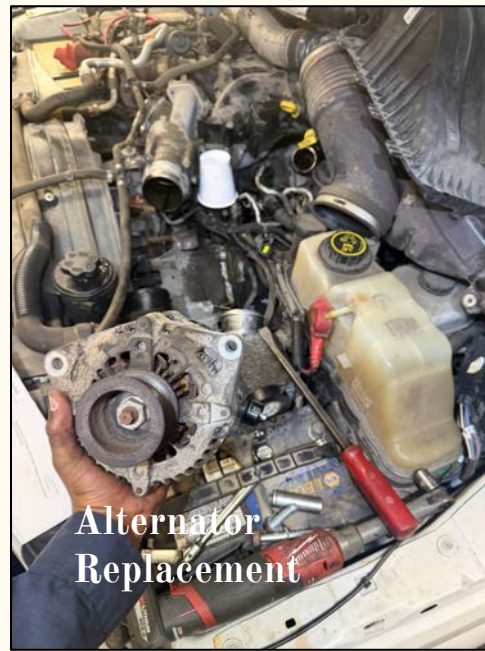


## PAINT & BODY WORK

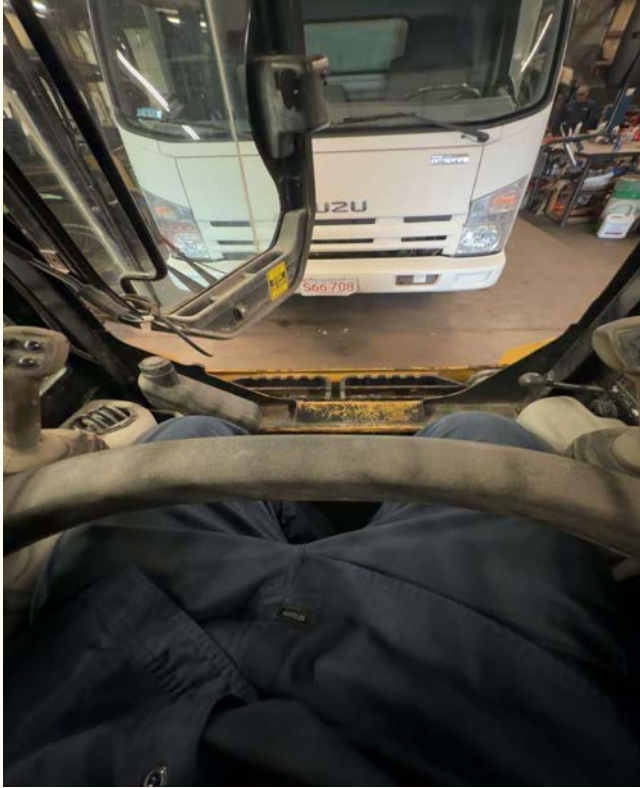
- ✓ Dump & Flatbed Repair & Restoration
  - ✓ Welding & Fabrication
  - ✓ Sandblasting
- ✓ Equipment Restoration, Forklifts, Lull's, Cranes etc.
- ✓ Southern New England's Largest Paint Bay, 53'!

# What I Learned

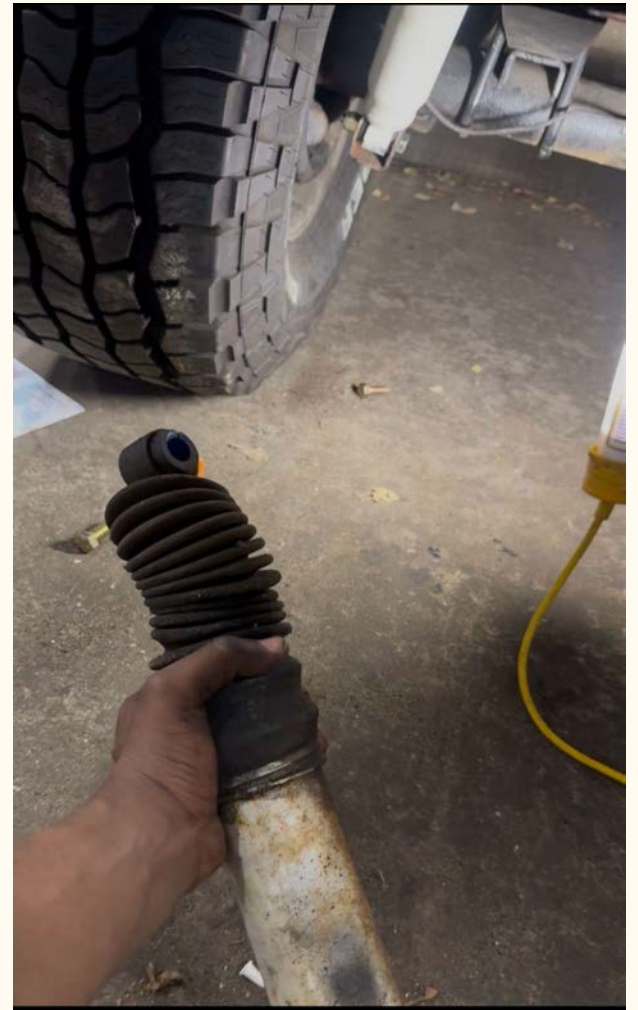
- Oil changes
- Disc brake Repairs/Replacement
- Air brake systems
- Diesel emissions systems
- Electrical circuits/Hardwiring
- Engine J-brake systems
- Wheel alignments
- Minor Welding
- OB2 vehicle diagnostics
- Wheel bearing replacements
- Hydraulic systems
- And more!



# Photos



**1990s Jeep  
shock replacement**





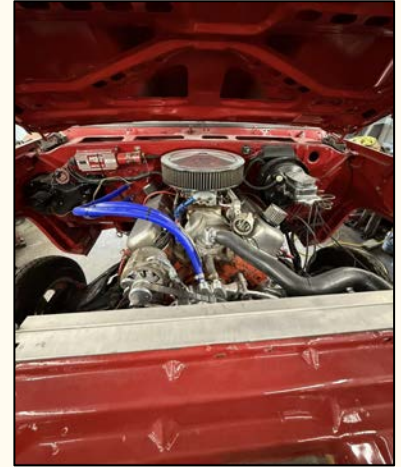
front rotor and brakes replacement



rear bearing replacement



diesel evap system leak



# My Experience

At the start of my internship at Cape Cod Truck, it was a little hard trying to manage my time and get used to a new environment. But my mentors saw that right away and welcomed me with open arms. They were always willing to teach me everything they knew, as long as I was willing to learn.

I came into this internship with little to no knowledge in the field, but after a few months I started getting more comfortable, especially once I got some guided, hands-on experience. In the short time I was there, I learned so much more than I expected. I picked up the basics and much beyond that—like oil changes, disc brake repairs and replacements, air brake systems, diesel emissions systems, electrical circuits and hardwiring, engine J-brake systems, wheel alignments, minor welding, OBD2 diagnostics, wheel bearing replacements, and hydraulic systems.

I got to work on everything from small cars to semi-trucks and even emergency response vehicles, which was a great experience. Honestly, this internship changed my life for the better. It opened up a so many opportunities for me and even led to a job offer after it ended.

Thank you to everyone at Cape Cod Truck!



# Brewster Fire Department Internship

Thomas Burchell



# What I Learned

## Some things I learned are

- How to dress a fire hydrant
- How to put on gear and use oxygen
- How to use a fire hose
- So much EMS info



# Reflection

Overall, I have enjoyed my time at the Brewster Fire Department. I am very grateful for the opportunity that they gave me to learn, as well as help them where I could.



# Highlights

One highlight from my time at Brewster Fire was being able to train with the firefighters doing things such as forcing a door open or rescuing a downed firefighter.



# Impact on My Life

Interning at the Brewster Fire Department has had a large impact on my life. I went from not having any idea what I wanted to do after high school to getting my EMT certification and trying to become a firefighter.



# THANK YOU!

Thank you to Deputy Chief Jeffrey Sivert for encouraging, supporting, and guiding me. Thank you to everyone at Brewster Fire Department!



# Internship Presentation

## Homeless Prevention Council

Emery Cappallo

## ABOUT THE ORGANIZATION:

- The Homeless Prevention Council (HPC) is a nonprofit in Orleans, MA.
- Founded in 1991
- Consistently helping people avoid homelessness and stay housed
- Has helped over 49,000 - 55,000 people on Cape Cod
- Serves communities from Dennis to Provincetown

*They don't just help people after they become homeless. They prevent it from happening.*

## WHAT THEY DO:

- Case managers work one-on-one with clients
- Help with:
  - Rent and financial support
  - Budgeting and planning
  - Finding housing resources
- Offer programs like:
  - Rental assistance
  - Resident support services
  - Holiday programs for families

*They help people reach stable housing and financial independence.*

## WHAT I LEARNED:

- How nonprofits actually operate day-to-day
- How important communication is with clients
- How to stay organized on multiple tasks
- That small actions can make a real impact
- How social services connect people to resources

*Helping people is not just about money. It's about guidance and support.*

## REFLECTIONS:

- This experience showed me real-life struggles people face.
- It made me more aware of the housing issues in my community.
- I learned to be more patient and understanding.
- It changed how I see homelessness.

*Anyone can go through a hard time. Support systems matter.*

## MY PERFORMANCE:

- I stayed organized and completed tasks on time.
- I communicated well with the staff.
- I improved my confidence over time.
- I asked questions and learned from mistakes.

### *What I could improve:*

- *Being more confident earlier*
- *Taking more initiative right away*

## MY GROWTH OVER TIME:

Beginning:

- Nervous
- Unsure what to expect

End:

- More confident
- Better communicator
- More responsible

*Big Growth: I learned how to act in a professional work environment.*

## HIGHLIGHTS FROM MY INTERNSHIP:

- Interacting with people behind the scenes
- Seeing how programs actually help people
- Working with a team
- Learning how events/programs are organized

*Most interesting part: Seeing how one organization can impact so many lives*

## WHAT MADE IT “REAL”:

- Real people with real problems
- Real consequences if help is not provided
- Real responsibility in the work

*Why it felt real: This wasn't practice. The work actually mattered.*

## IMPACT ON MY LIFE:

- Made me more grateful
- Changed how I see my community
- Made me more interested in helping others
- Helped me think about my future career

*This experience stayed with me beyond the internship.*

- HPC plays a critical role in the community.
- The internship helped me grow personally and professionally.
- I gained real-world experience that I will use in the future.
- This internship showed me that even small efforts can make a huge difference.



Details Inc.  
Harwich Port  
Semester 1

# Overview

Details Inc is a local interior design business and retail store located in Harwich Port. They offer interior design services and also have their own storefront for furniture and home decor. The company works with a range of homes up and down the Cape.



# What I Did

When interning at Details, I was mainly focused on the organization of the office. It was filled with all the designing supplies from wallpapers to carpets, to light fixtures. I focused on a new section over time and aimed to make everything more accessible for quicker access.



# What I Learned

From this experience I learned a few important things that I would have to know to own my own interior design business. I oversaw a few orders for paint samples and furniture orders. I learned many of the different companies that were used and how they were all different from each other. I also observed a few clients that they met with and heard the different plans for each house that they were working on.



# Reflections

My internship gave me a deeper understanding of how creativity and practicality work together in the interior design field. Before this experience, I viewed interior design mainly as choosing colors, furniture, and decor. However, I quickly learned that the process is much more complex. It involves understanding client needs, managing budgets, and collaborating with contractors and vendors.



# Analyze Performance

At the beginning, I required more guidance to complete tasks such as organizing materials and understanding design terminology. Over time, I became more confident working independently and contributed more on my own. I also demonstrated strong organizational skills, which helped the company maintain efficiency, especially when managing multiple projects at different times and stages.



## Growth as a “Professional”

During my internship, I grew professionally by becoming more responsible, organized, and confident in a work environment. I improved my ability to communicate clearly and manage my time effectively in a fast-paced setting. I learned how to work best with both team members and clients as well. I became more comfortable taking initiative and asking questions, which will prepare me for the professional world.



# What Made My Internship Real?

My internship felt real because I was involved in actual projects that impacted clients, rather than just completing practice tasks. I contributed to the design process by assisting with materials, organizing samples, and observing client interactions, which showed me how decisions affect real spaces and people. Working alongside professionals in a fast-paced environment also exposed me to real deadlines, expectations, and



# Impacts



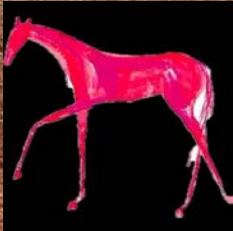
This internship had a strong impact on my personal and professional growth. It helped me better understand the realities of the interior design field and strengthened my interest in pursuing it further. I developed important skills such as communication, organization, and adaptability, which will benefit me in future work environments.

The background of the image consists of architectural blueprints. The drawings are in black lines on a light-colored paper. Various elements are visible, including a circular shape on the left, a rectangular area with a dashed line and the label 'D/W', and several dimension lines with numerical values such as '8'0"', '10'0"', and '11'0"'. The text 'Thank you to Carole King!!!' is centered over the blueprints in a large, black, serif font, enclosed within a thin black rectangular border.

Thank you to  
Carole King!!!

# Grey Horse Furniture Restoration

Samantha Clarke



# About The Business

Grey Horse is a small, local furniture restoration business.

- Focuses on:
  - Refinishing furniture
  - Restoring vintage/real wood pieces
  - Flipping items from Facebook Marketplace
- Works with:
  - Local clients
  - Off-Cape clients
- Goal: Turn old or worn furniture into something valuable and beautiful



# My Role as an Intern

- **Assisted with:**
  - Sanding and prepping furniture
  - Painting and refinishing
  - Organizing workspace
  - Cleaning up projects
  - Moving/lifting furniture
- **Creative tasks:**
  - Drawer liners (personal touch for clients)
  - Making care packages (paint, brush, business card, mint)
- **Client interaction:**
  - Helped communicate and prepare finished pieces



# What I Learned

## Hard skills:

- How to properly sand and prep furniture
- Painting techniques and finishes
- Identifying quality wood vs cheap materials

## Business skills:

- Customer service
- Pricing/value of items
- How small businesses operate

## Personal skills:

- Patience
- Attention to detail
- Responsibility



# My Growth

Became more:

- Independent
- Organized
- Confident talking to clients

Learned to:

- Take initiative without being asked
- Complete tasks from start to finish
- Work through mistakes instead of getting frustrated



# Highlights of My Internship

## Favorite parts:

- Making drawer liners (creative + personal touch)
- Seeing before → after transformations
- Helping turn free/cheap items into something valuable
- Being part of real client projects



# Challenges & Reflections

## Challenges:

- Physical work (lifting, sanding for long periods)
- Being patient with detailed work

## What I realized:

- Good work takes time
- Small details matter a lot

## Reflection:

- This experience showed me the value of hard work and creativity combined



# Impact on My Life

- Gained appreciation for:
  - Handmade work
  - Small businesses
- Learned skills I can use in the future
- Helped me think about:
  - Possibly running a business one day
  - The importance of independence and work ethic



Thank you, Ms. Armstrong, for making the MRHS internship program possible. I really appreciate your support and how helpful you are in answering questions and guiding students throughout the process!

-Samantha Leigh Clarke

**Thank you, Leigh Clarke!**

# My Internship Dennis Police Department

Colin Demontigny

# What I Experienced



When I first arrived at the Dennis Police Department, I was expecting a experience like one on the shows *Cops* or *Live PD*, but I was wrong in a good way. In the time I have been with the Dennis Police Department as an intern, I have seen how it is not like those shows. It is much more than just enforcing the laws. I have seen how they care about the community and how the community cares about them.

Throughout my time at the DPD, they had done so many things for the community, such as organizing National Night Out, an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie. They have also collected basketballs, soccer balls, and volleyball nets from Wixon School and brought them to Ezra Baker School so there would be more sports equipment for students. These are just a few examples of how they build relationships with the town residents.

# What I Learned



What I learned at the Dennis PD is that there are many different ways for policing. There is the regular policing we all know, where it is all about catching people, fines, and arrests, but the DPD has shown me community policing is another way, and, in my opinion, a better way. Community policing is done in a multitude of ways whether that be at a traffic stop and giving a guy a break or supporting their civilian employees who assist witnesses and victims of crimes. Throughout my internship, I have learned how much the police department of the very town I live in, cares about the community and the people who live in it.

# What I Did There



At the Dennis PD I did a multitude of things, such as organizing equipment and going on ride-alongs with the officers. When I first arrived at the police department, I started by observing the dispatch where they handled 911 calls and facilitated communicating and organizing officers over the radio. Later, I began to go on ride-alongs with officers, and I was even able to use a radar gun with which I caught a speeder. I also organized gear and catalogued different signs they had, which they use for detours and such. I also assisted in working on community actions and coming up with ideas for National Night Out. I was also a part of discussions about changes for the Dennis PD Honor Guard uniform.

# Highlights



My personal highlights of my time at the Dennis Police department are hard to pick, but I do have a few. One highlight would have to be going to Wixon to get equipment for Ezra Baker. I attended these schools so it was very nostalgic.

A more recent highlight I look upon was going with a detective to the Orleans Courthouse to get a search warrant signed for a fraud case.

Another highlight, would have to be spending time with Winnie the comfort dog at the Dennis PD throughout my internship there.



Thank you!



I truly from the bottom of my heart want to say thank you to all of the officers of the Dennis Police Department, especially my mentor, Sergeant Carr and Deputy Chief Daniels, and Officer Martin. My time there has been a much greater experience than I could have hoped for. Whether it was a “boring” day sitting in Dispatch or going on a ride-along, I have enjoyed every second of my time at the Dennis Police Department.

Thank you for this great opportunity you have given me.



# Capstone Project

Nadya Do Nascimento



# About Wild Care



Wild Care is an organization located in Eastham, dedicated to rescuing, rehabilitating, and releasing injured, orphaned, and ill wildlife animals.



## What I Learned:



While interning at Wild Care, I had the opportunity to learn many new things and see wildlife up close. I learned that once it gets warmer, wildlife finally starts to come out, and the number of patients increases significantly. I have had the opportunity to watch how fast animals can actually grow. I learned about different species of turtles and their diet, I watched baby birds turn into big ones, and I watched squirrels go from pinkies to healthy big animals.



# What I Did

When I first started at Wild Care, I was in charge of cleaning crates and helping out with laundry and dishes. I confess I did not have the most fun time doing that; however, as time went by, I started being able to do more. I was in charge of feeding baby robins every twenty minutes, and I helped clean baby possums after they had just eaten. I learned how to feed terrapins and even made a new duck friend, Malory. I learned that working in the wild care field comes with unexpected events.





# Reflections

- Wildlife is more than just taking care of animals; it is the responsibilities that come with it, too. Whether that is cleaning crates or feeding animals.
- I am thankful for the opportunity to see what the wildcare field looks like on a day-to-day basis.
- Very happy that I made a duck friend!





## What Made It Real

- What made it real for me was being able to do something without being supervised, and knowing that I was trusted with what I was doing.
- This internship made me realize how much I love and enjoy wildlife.
- Thank you, Jennifer, for trusting me with this opportunity!



Thank You





# Senior Capstone

Bella Dunn

## What I Did

For my internship, I interned at Ardito Law Offices in West Yarmouth, learning from my mentor, Tara Bazarewsky. I had the amazing opportunity to do a full year internship here with Tara! During my time at Ardito Law I have had the tasks of looking for files as well as putting them together. I have looked up court records and answered the phone. I have even had the chance to do deeds for clients as well as will drafts, and document write ups. I have also sat at the front desk to greet and situate clients.



## What I Have Learned



In the time I have spent at my internship, I have learned so much. I have learned how to send mail properly, and I have also learned how to use a typewriter. My mentor has also taught me how to write drafts, and understand legal lingo. She has taught me how to call banks and request account discharge information for clients. I have also learned how to greet clients and how to talk to people on the phone. I have learned how to look up court dockets and deeds for cases the attorneys and paralegals are actively working on. The most important thing I have learned at Ardito Law is that I want to pursue a career in Law and help people everyday like my mentors do.

# Self Reflection

In my own time at Ardito Law, I experienced so much personal growth that I do not think I was even fully aware of. Looking back at it now, when I first walked through the doors of Ardito Law Offices, I was definitely nervous. It took me about a month to finally settle in and be okay with not knowing certain things and asking for help. Interning here has helped me gain confidence personally and socially, as well as teaching myself to advocate when I need to.





## Real Life Takeaways

One major takeaway I gained from interning at a Ardito Law is learning how to act professionally in a real workplace environment. I improved my communication, organization, and time management skills while also seeing how important attention to detail and confidentiality are in the legal field. The experience also helped me become more confident, responsible, and aware of the teamwork and preparation required in a professional career.

## Connections Built

One of the most valuable parts of my internship was the connections I made with the attorneys and staff at the law office. Through hard work, professionalism, and a willingness to learn, I earned their trust and respect. They appreciated my work ethic and the effort I put into my tasks, which led them to invite me back to intern with them again during college. Knowing that they valued my contributions enough to welcome me back showed me the importance of dedication, responsibility, and building strong professional relationships.





## Important Lessons I Learned from My Mentor/s

The most important lessons I learned from my mentors was the value of professionalism, strong communication, and hard work. They taught me how important it is to stay organized, pay attention to detail, and treat every client and coworker with respect. By watching how they handled challenges and worked together as a team, I learned that success in a professional environment comes from dedication, responsibility, and a willingness to keep learning.

## Thank you, Ardito Law Group

A big thank you to everyone at Ardito law Group, especially me mentor, Tara. Thank you for giving me the opportunity to intern at your law office. I truly appreciated being welcomed into such a professional and supportive environment. Throughout my internship, I learned valuable skills about communication, responsibility, organization, and professionalism that will help me in both college and my future career. I am especially grateful for the guidance and mentorship I received from everyone in the office. Thank you again for your time, patience, and for believing in me throughout this experience. This is an opportunity ! will never forget and will take with me through my future professional career.



**THANK  
YOU!**

# Capstone Project Homeless Prevention Council Orleans

Tristan Eldredge



## What I Did

At my internship, I did many different things. I would drive to other agencies to deliver items, sort through, and do inventory on donations. I helped sorting gifts for the “Adopt a Family” program over Christmas time. The “Adopt a Family” program is for families in need who will reach out to the Homeless Prevention Council and fill out a form of the Christmas gifts their children would like. People will take the forms and buy the gifts. HPC also donates every child in the program a brand new bike in addition to the gifts donated.



## What I Learned

- I learned to appreciate the things that I have in my life that others do not.
- I gained skills interacting with people to give them their gifts and bikes.
- I learned how non-profit organizations help people with a housing crisis.
- I learned to be more professional in a workplace environment.



# Reflection

During my internship at the Homeless Prevention Council, I learned how important community organizations are for helping people in difficult situations. I saw how financial struggles can affect all different people. The internship helped me improve my communication, teamwork, and responsibility and gave me a better understanding on how non-profits operate.



# Performance

My performance during my time interning at the Homeless Prevention Council was strong. I was dependable, hardworking, and willing to help. I took instructions well and completed every task from organizing ten fiscal years of paperwork to unloading bikes off a truck. Overall, the experience helped me grow as a person and professionally.



# Final Take Aways

My final take away from interning at the Homeless Prevention Council is that community support can make a huge difference in people's lives. The experience taught me the importance of empathy, responsibility, and teamwork while showing me how difficult situations like homelessness can affect anyone.



Thank you, Jenna and Bridget and the whole HPC team!



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# Capstone Project

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Lauren Gabri

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# What I Did

This year, I interned at Cape Cod Hospital on Mugar 4. When I first began, I would restock the cabinets in patient rooms with briefs and gloves or would get patients a small snack/drink from the kitchen.



# What I Did

A few weeks into my internship, I began training as a nursing assistant. I received hands on experience with:

- ❑ assisting patients with their activities of daily living such as bathing, toileting, and eating
- ❑ checking patients' blood sugars
- ❑ taking patients' vital signs (oxygen levels, heart rate, blood pressure, and temperature)

# What I Learned



During my internship I learned many things such as new medical terminology and how to properly care for patients.

I understand the importance of taking time to not only care for those who are going through a difficult time, but to do so with patience, kindness, and compassion.



Additionally, this internship has helped me step outside of my comfort zone and allowed me to improve my communication skills.

# Performance

During my internship, I was curious and eager to learn. I listened carefully to what was being asked of me. If I ever had a question on how to do something, I would ask my mentor or another worker on the floor to ensure I was doing the right thing.

Moreover, when dealing with patients I was always calm and patient. I took the time to listen to their stories and always treated them with respect and kindness.

# Growth

- Restocked patients' rooms with briefs and gloves or got patients' small snacks from the kitchen
- Started training as a nursing assistant by shadowing certified nursing assistants (CNAs)
- Received a job working as a nursing assistant at Cape Cod Hospital, beginning at the end of May

# Highlights

## Dinamap

(checks oxygen levels, pulse rate, blood pressure, and temperature)

- ❑ Beginning my training as a nursing assistant
- ❑ Learning how to take blood sugar readings using a glucometer and how to check vital signs using a DINAMAP
- ❑ Getting to know patients
- ❑ Receiving a job for the summer at CCH!



**Glucometer**  
(checks blood sugar levels)

# Impact

This internship has not only given me experience working in a hospital setting and caring for patients, it has also taught me the importance of helping and treating others with respect and compassion. Even the smallest acts of kindness, such as taking the time to listen to your patients personal stories or concerns, can make a positive impact on their lives.

A few memorable encounters from my internship were when a patient thanked me for being gentle when caring for them and another patient thanked me for taking time out of my day to sit and have a conversation with them.



# Reflection

This internship provided me with amazing learning experiences and opportunities. The skills, knowledge, and job opportunity this internship has provided me with has strengthened my desire to work in healthcare and will help me achieve my goal to one day become a physician assistant (PA).

# Thank you!

Thank you Ms. Armstrong and Ms. Casto for providing me with this opportunity! Also, thank you to all of the CCH employees who helped train and teach me the skills needed to properly care for patients.

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# Schneeberger Collective

Megan Gabri  
2025-2026

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## About the Company

- Architecture firm in Harwich
- Address: 1475 Orleans-Harwich Road  
Harwich, MA 02645
- Founded by Leslie Schneeberger
- The team is very collaborative and welcoming. They created a positive work environment where I felt comfortable asking questions and they were always willing to provide help when needed.

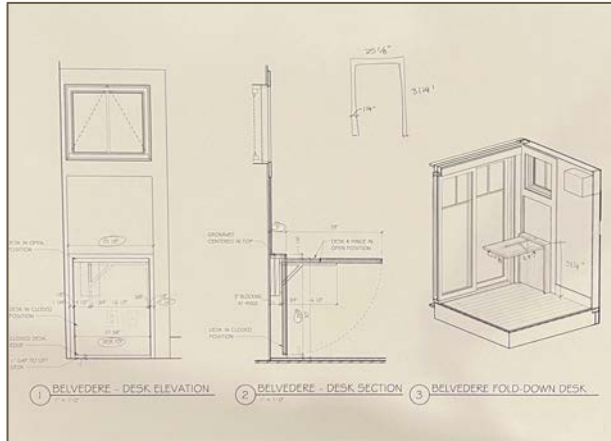


## What I Learned

- I learned how to use editing software, including Photoshop and InDesign.
- I learned how to create high quality Project Pages that display the company's finished work.
- I learned how to properly create a professional art portfolio.
- I learned how to conduct myself and work efficiently in a professional setting.

# Highlight

I created a cardboard replica of a pull-out desk for a client.



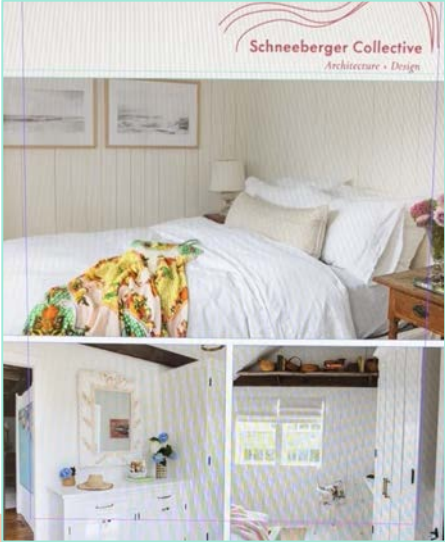
# Highlight

s

This is my workspace  
in the office.



# Project Pages I Created



# Project Pages I Created





## Performance

During my internship, I learned how to use Photoshop and Indesign to help with marketing design and layouts. As a result, I have seen growth in my editing abilities. I also assisted the company with filling in vendor lists, contact information, and organizing materials.



# Impact of My Internship

- Gained experience in marketing and obtained an understanding of the architecture and design industry.
- Obtained more confidence in my abilities and creativity by working on projects.
- Developed good professional skills, such as communication, collaboration, and a committed work ethic.

# THANK YOU!

Thank you to Schneeberger Collective for the wonderful internship opportunity. Everyone at the firm was incredibly welcoming and supportive, which made the experience even more meaningful. I learned a lot during my time there and look forward to applying these new skills in the future.



# Varney Group Capstone Project

Chatham Gillis



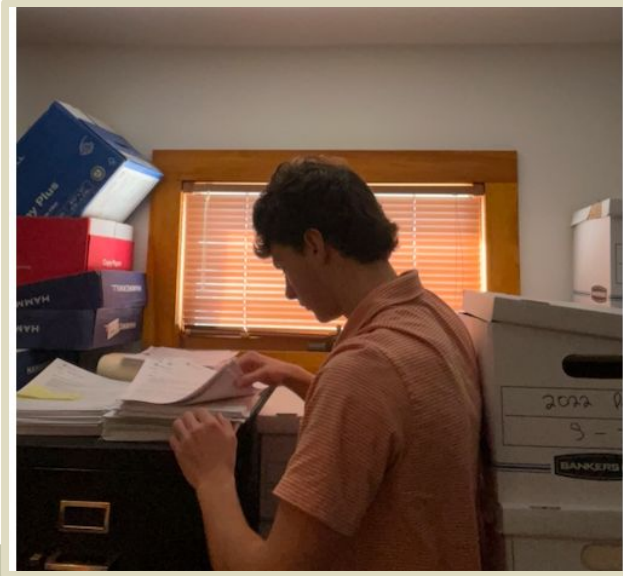
# The Varney Group Tax and Accounting Firm

## **1245 Main Street Chatham, MA**

- ❑ The Varney Group is a local Cape Cod firm with an office right on Main Street that works with personalized tax files, the accounting books for countless restaurants around the Cape, and financial advisory for all sorts of companies/business on Cape Cod.



# What I Learned

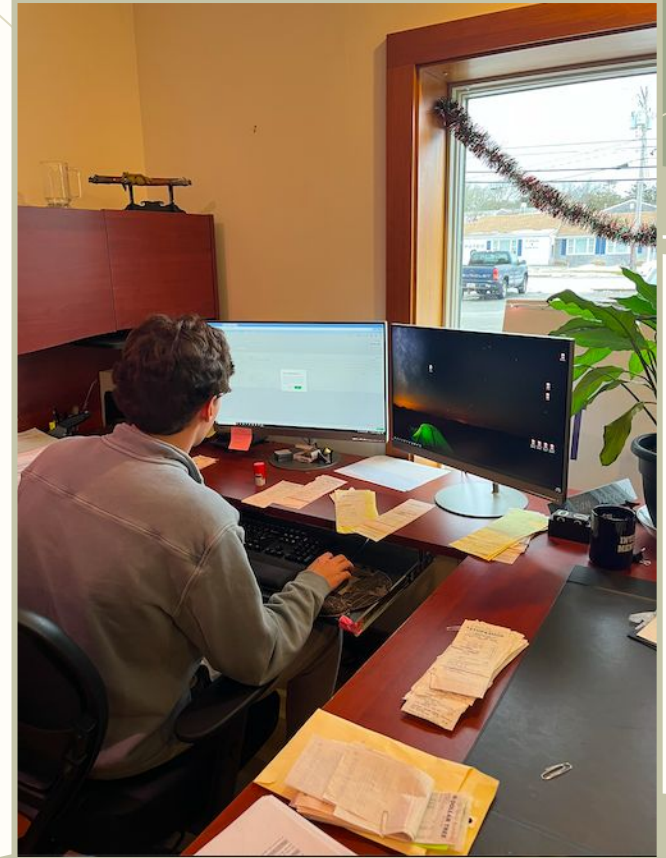


- ❑ I was able to get first-hand experience with the behind-the-scenes act for local businesses, companies, and restaurants. I am truly grateful for the knowledge of the accounting world that I have gained.
- ❑ I have observed every step in the personal tax process; I ran through files, documents, and folders as I monitored the personalized procedure the accountants at the Varney Group have with their clients.

- Alongside the personal taxes, I have spent the majority of my time at the Varney Group filling out daily sales for the many restaurants of Cape Cod. I load up all the information on Toast and balance the sales with the credit card and cash numbers and store the balanced checkbooks on Intuit Quickbooks. This has been a great way for me to see how money is tracked and balanced in the real world, while I am working with real numbers from local companies and restaurants.



- ❑ A major highlight from my internship was driving around Cape Cod to target local businesses that needed the financial assistance that the Varney Group could provide. I would walk into stores and pitch to the owners the services of the Varney Group. I would leave business cards and have secured phone calls and new clients that we now work with.



# Reflections/Analysis

- ❑ One thing I am grateful to have learned from the Varney Group is that instead of learning the basics of accounting in a classroom, I learned them as an accountant.
- ❑ Instead of being taught the verbage and definitions of credits, debits, balance, profit, and expenses, I have been able to work and learn with the elements of accounting through optimized experience and with real businesses.





- ❑ Due to my time with the Varney Group, I now feel prepared for a world of adventures ahead of me.
- ❑ I am ready for the the world of taxes in my own personal financial future.
- ❑ I feel prepared for the accounting and financial classes that I will take in college that will have very familiar terms and tasks that I have become used to here at the Varney Group.
- ❑ I am excited for my future career in finance and will have my foot in the door ahead of all other interns/ finance majors because of my time with the Varney Group.

It has been a pleasure to work with the Varney Group, I have learned a plethora of amazing skills that I cannot wait to apply wherever I see myself in the future. Thank you so much for the opportunity!



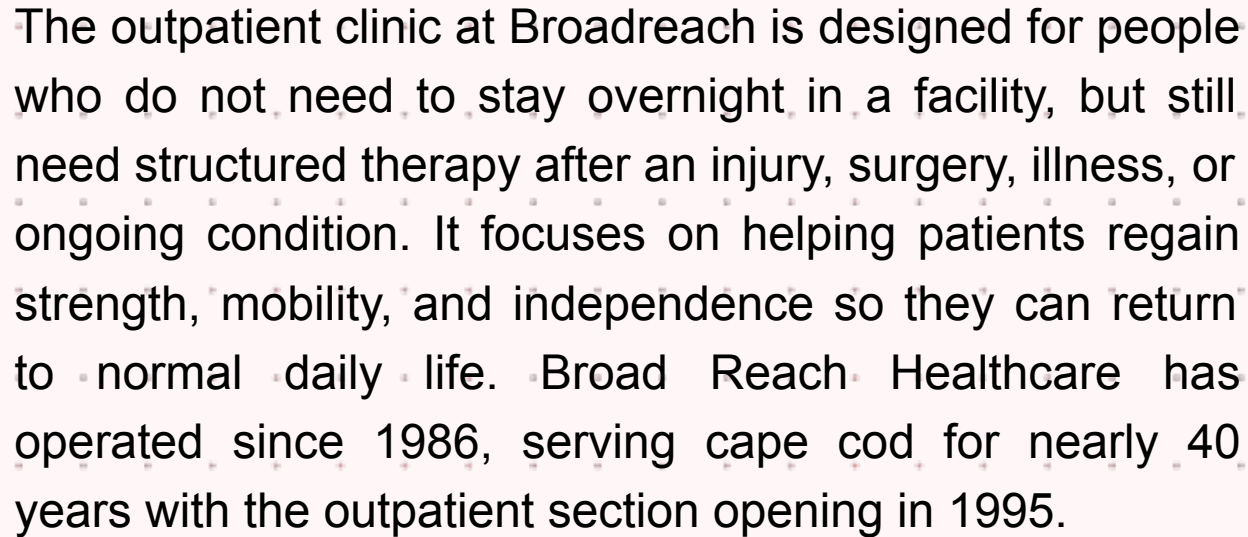


# Broadreach Internship

Megan Gogol



# Broadreach Outpatient



The outpatient clinic at Broadreach is designed for people who do not need to stay overnight in a facility, but still need structured therapy after an injury, surgery, illness, or ongoing condition. It focuses on helping patients regain strength, mobility, and independence so they can return to normal daily life. Broad Reach Healthcare has operated since 1986, serving cape cod for nearly 40 years with the outpatient section opening in 1995.

# What I Did



Get equipment/ hot  
packs for therapists



Clean tables



Get patients' water

# What I Learned

During my time at Broadreach, I was able to observe how a PT session is run, meet many different patients, and learn about their unique experiences in what brought them there.

Since I was fortunate enough to be there all year, I was able to see how different patients progressed throughout their time there. I learned that each patient's journey is unique and is different for everybody.



# What I Learned

- The difference between inpatient and outpatient rehabilitation

- What a flow sheet is

- What a gait belt is

- How to set up a hot pack

- Importance of proper form

- How an ultrasound machine works



# Skills Obtained

- clinical and healthcare knowledge
- communication skills
- observation & attention to detail
- collaboration
- professionalism
- work ethic
- critical thinking and problem solving

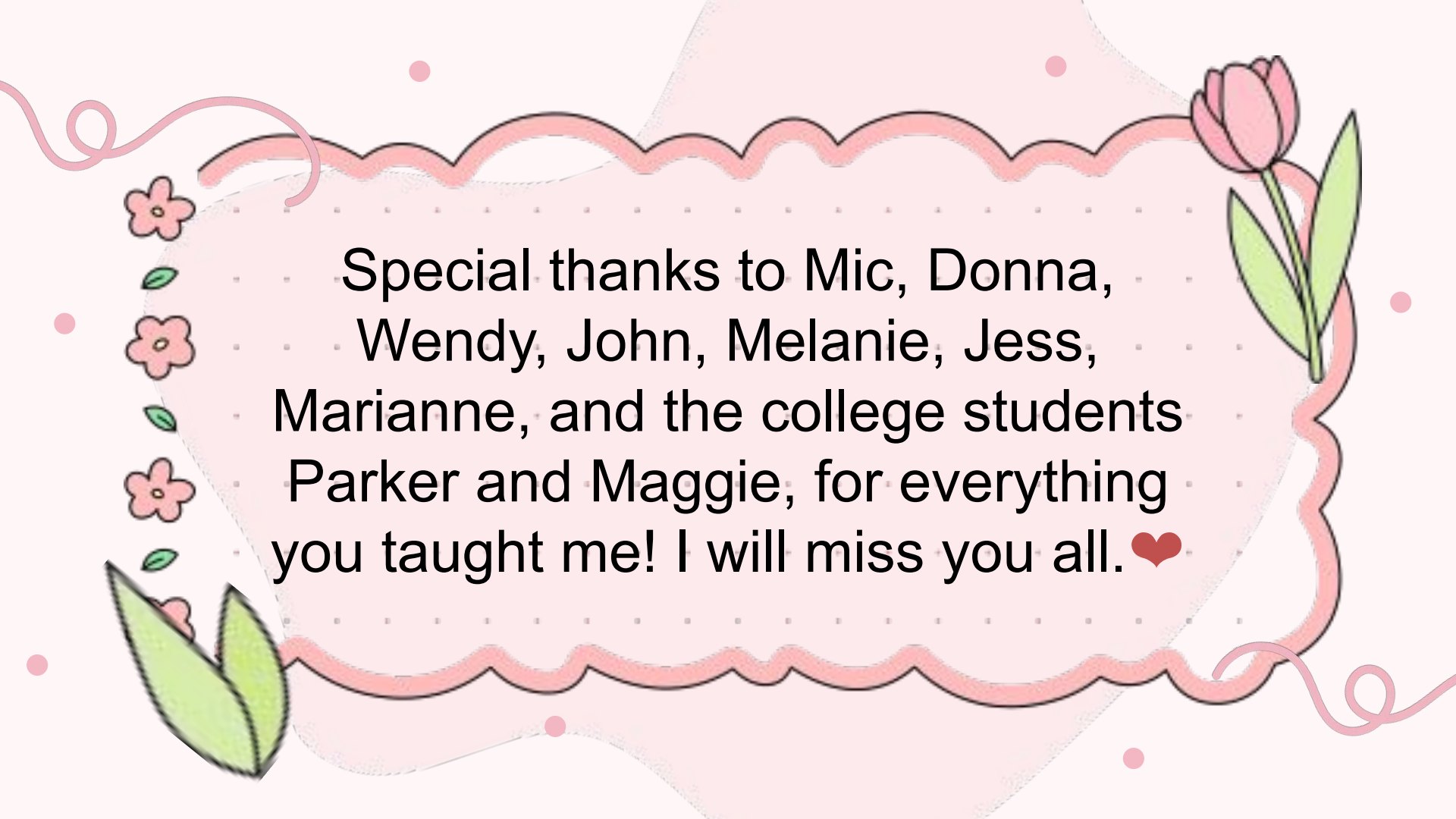
I loved meeting and getting  
to know all the patients!

They are all so friendly,  
and it was great hearing all  
of their stories. I am going  
to miss spending time with  
them every week.




# Performance

- Was able to perform tasks that were given successfully
- Listened well to the tips that were given
- Engaged when being taught something new
- Had lots of fun



Special thanks to Mic, Donna,  
Wendy, John, Melanie, Jess,  
Marianne, and the college students  
Parker and Maggie, for everything  
you taught me! I will miss you all. ❤️



Thank you, Ms.  
Armstrong for giving  
me this great  
opportunity !

# Capstone Project

Wheelhouse Bike Co.  
September 2025-May 2026

# About Wheelhouse Bike

Wheelhouse Bike is a local bike shop that sells, repairs, and maintains bicycles for the community. The shop serves a wide range of customers, from casual riders to more serious cyclists. They offer services like tune-ups, repairs, and equipment sales. The shop plays an important role in promoting safe and active transportation in the area.



# My Role and Responsibilities/ Performance

My main responsibility was tuning up bikes and assisting with basic repairs. I worked with tools to adjust brakes, fix chains, and check overall bike safety. I also helped keep the workspace clean and organized. Occasionally, I interacted with customers by helping check in their bikes for service. I showed strengths in being reliable, focused, and willing to learn new skills. Over time, I became faster and more accurate when completing tune-ups. My mentor helped guide me and gave feedback on how to improve. If I could do it again, I would ask more questions earlier to learn even faster.



# What I Learned

I learned how to properly tune a bike, including adjusting gears and brakes. I also gained experience using professional tools and understanding bike components. In addition, I developed customer service skills by communicating with customers. This internship helped me improve my time management and problem-solving abilities.



## Highlights and Reflection

One highlight was successfully completing full tune-ups on my own. Another was seeing the improvement in bikes after repairs were finished. I also enjoyed working during busy times when the shop was active and fast-paced. Learning directly from experienced mechanics was a valuable part of the experience.

I really enjoyed the hands-on aspect of working with bikes every week. At first, it was challenging to learn all the parts and how they function together. Over time, I became more confident and comfortable with the work. This experience gave me a better understanding of what it is like to work in a mechanical environment.

## My Growth as a Professional

At the beginning, I had limited experience with bike repair and maintenance. Throughout the internship, I gained both technical and professional skills. I became more independent and confident in my abilities. My weekly progress showed clear improvement in both speed and quality of work.

# Thank you, Ed and Dan!

I would like to thank Ed Crownshaw and Dan Bergquist at Wheelhouse Bike for teaching me and supporting me throughout this internship. I am also grateful to the rest of the team for their help and guidance. This experience helped me grow both personally and professionally.



# Capstone Project

Presented by Victoria Guzman



# What I Learned



Given the opportunity to intern at Veterinary Associates of Cape Cod, I learned many great things, such as...

How to restrain a dog/cat

cut dog/cat nails

simple tasks

how to room patients

How to draw/label blood

how to draw/give vaccines



# What I Learned

Given the opportunity to intern at Veterinary Associates of Cape Cod, I learned many great things, such as...

how to restrain a dog/cat

cut dog/cat nails

simple tasks

how to room patients

how to draw/label blood

how to draw/give vaccines

# What I Did

I observed so much in addition to the hands-on work!

- clipping nails
- draw vaccines
- restrain a dog
- label blood
- room patients
- observed multiple surgeries
- walked dogs
- clean/stock
- observed an ultrasound while holding the back legs of a dog or cat
- examined X-rays



# Performance

**At my internship, I stayed alert in case a doctor or tech needed any assistance or supplies, and I could get them. I made sure to keep my eyes open and be on the move. If there were not any patients or anything to do, I would stock up supplies and keep myself busy, but still keep an eye out.**



# What Made It Real



Being able to help out, either restraining the patients, asking questions when rooming, labeling blood, watching surgeries, helping prepare, or even cleaning up, is what made my internship feel real.

# Reflection



**My internship really helped me prepare for my future because I was not just watching; I was right there in the middle of the action. I learned through active observation and practical application. It made me much more confident about going into the field. Being around animals every day and seeing them get better was the best part, and it definitely proved that all the hard work I am doing in school right now will be worth it in the end.**

**My time at the vet clinic was honestly a huge eye-opener and such a great experience. It gave me a real look at what my life could actually be like in a few years, and seeing how the doctors and techs work together made me realize how much goes into keeping pets healthy. I got to see everything from checkups to the more intense stuff behind the scenes, which was an opportunity to see if this is truly the right path for me.**





**THANK  
YOU!**

**I want to thank my mentor and the whole vet team for such an amazing experience over the last few months! I am so grateful for how welcoming everyone was from the very first day. Entering a busy vet clinic can be very intimidating, but you all made me feel a part of the team right away. I really appreciate you taking the time to explain things and to answer any of my questions, even when things were busy. I learned so much and was able to gain real skills that I know will help me as I keep moving forward in my studies. Thank you for being patient and sharing your knowledge. This internship has truly prepared me for my next steps and made me even more excited to work with animals!**

Keira Haley

# Liberty Commons

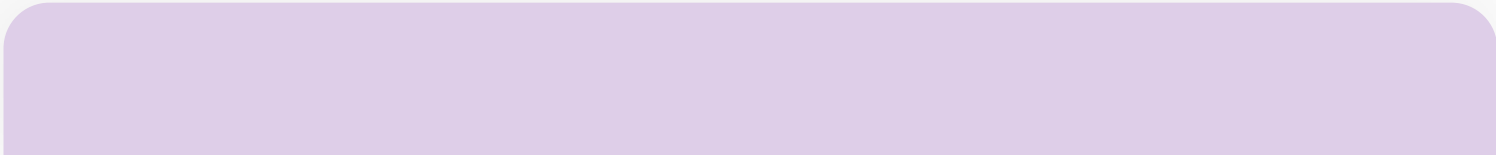
Chatham, MA





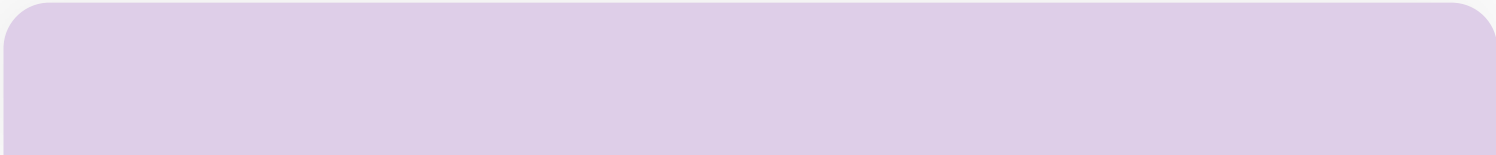
# About My Internship Site

- Broadreach Health is a healthcare organization located on Cape Cod in Massachusetts.
- It provides skilled nursing care, rehabilitation services, and long-term care for residents.
- The organization focuses on patient- centered care, safety, and improving the quality of life.
- It serves elderly residents and patients recovering from illness or injury, and individuals needing daily assistance.



# Role and Responsibilities

- Shadowed Certified Nursing Assistants during daily routines
- Observed patient mobility, transfers, and safety procedures
- Participated in activities that supported residents mental and emotional well being
- Learned how staff communicate and work together as a healthcare team



# Knowledge and Skills Gained

- Developed strong communication skills with patients and staff
- Learned proper body mechanics and safe patient handling
- Gained experience with basic patient care and daily routines
- Built patience, empathy, and professionalism in a real healthcare setting



# Personal Reflection

This internship showed me real responsibilities of working in healthcare.

I learned that the job can be physically and emotionally demanding.

The most real part was building connections with residents.

It helped me better understand the importance of treating patients, residents, and co-workers with kindness, patience, and respect.



# Performance

**Strengths:** dependable, caring, respectful, and willing to learn

**Areas for Improvement:** confidence in new situations and speed with tasks

I showed professional behavior and a strong work ethic through the internship, and I improved by listening to feedback and learning from each staff member.

# Professional Growth

- Became more confident in a healthcare environment
- Improved communication and teamwork skills
- Developed a stronger sense of responsibility and accountability
- Gained a better understanding of what it means to be a healthcare professional

# Key Highlights and Experiences

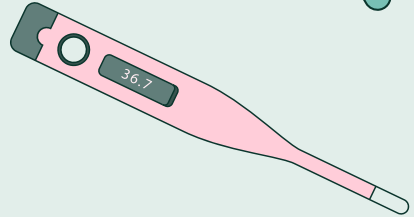
- Forming meaningful relationships with residents
- Observing how to handle real life patient care situations
- Seeing the importance of teamwork between nurses, CNAs, and staff
- Helping with activities that made residents feel happy and supported

# Impact on Future

- This experience confirmed my interest in working in the healthcare field.
- I plan to pursue a career as an intersound technician.
- I learned that patient care requires both technicals skills and compassion.
- This internship gave me real world experience that will help in my future career.

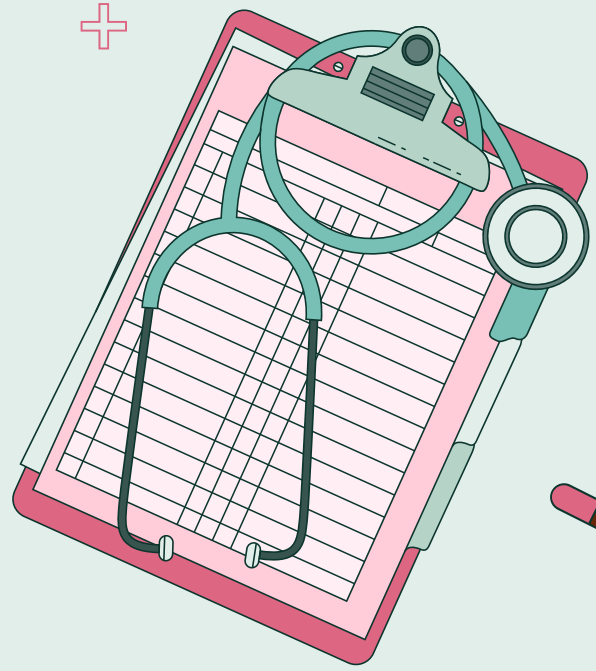
# Acknowledgments

I would like to thank Lisa, and the staff at Broadreach who allowed me to follow them through each day. Thank you for your support and for making this experience valuable, meaningful, and impactful for my future.



# Capstone Project

Cape Cod Hospital - PACU



Cate Hart

# Overview

My internship was at Cape Cod Hospital, and I was in the Post-Anesthesia Care Unit (PACU). I was there 2-4 times a week from early October to May. My mentors were Tanya Peters and Tara James! Cape Cod Hospital serves and supports families all over Cape Cod. I am so grateful to have had the opportunity to work with such an amazing organization.

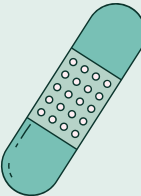




# What I Learned

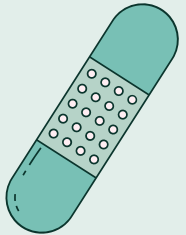


During my internship at CCH, I gained a much deeper understanding of how a hospital functions and the importance of every role in patient care. I got to see the behind the scenes work that keeps everything running smoothly, especially the specific cleaning procedures required in a medical setting. I assisted with cleaning beds, changing sheets, and stocking equipment, showing me how essential cleanliness and organization are for patient safety and comfort. I also transported patient belongings between the main PACU and O'Keefe, a smaller PACU, this helped me learn my way around the hospital and understand how different units work together.



# + What I Learned

In addition, I had the opportunity to wheel a few patients to their cars after surgery and observe how nurses care for patients of all ages after an operation. By shadowing nurses, I was able to see a variety of tasks, including how to take blood sugar levels for diabetic patients, and how care must be adjusted depending on the patient and the type of surgery. I also learned about a wide range of medical machines and equipment used in patient care, including cooling machines, leg compression devices, catheters, and many others, giving me a better understanding of how these tools support recovery and patient comfort. This experience taught me how important it is to stay attentive, adaptable, and compassionate in a fast-paced environment. Overall, my internship gave me valuable insight into patient care and helped me better understand the field.



# Reflection

This internship was a really meaningful experience for me because it taught me about both the medical field and myself. Being trusted with tasks, even small ones, made me feel important and helpful. The experience confirmed my interest in the medical field and opened my eyes to the amount of opportunities available within it. Spending time in the PACU observing nurses allowed me to better understand what the job is really like. I was able to learn more about the responsibilities nurses have and the importance of being attentive, compassionate, and adaptable.



# My Performance

Overall, I was attentive, responsible, and engaged throughout my internship. I made an effort to stay busy, take initiative, and be as helpful as possible to the staff. I also asked questions whenever I was unsure or wanted to learn more.

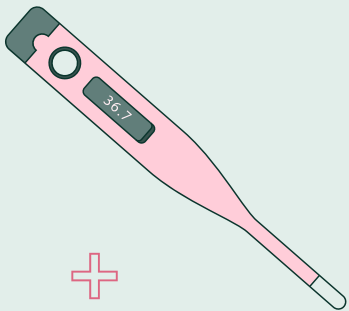
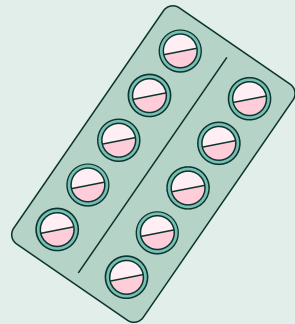


# Highlights

One of the highlights of my internship was getting the opportunity to see and interact with patients. I found it really interesting to meet people from different backgrounds and hear about their lives and experiences, which made each day feel unique and meaningful. Another highlight was working with the nurses and mentors, they were always supportive and willing to answer questions.



*Thank You,  
Tanya and Tara*



# THE CAPSTONE PROJECT

*Fainie Jean Baptiste*



# WHAT IS CAPE GYNECOLOGY?

**Cape Gynecology LLC is a women's healthcare provider. They provide comprehensive gynecological services including:**

**Annual exams**

**Treatment of abnormal periods and fibroids**

**Management of abnormal pap smears**

**Birth control counseling**

**Pelvic pain**

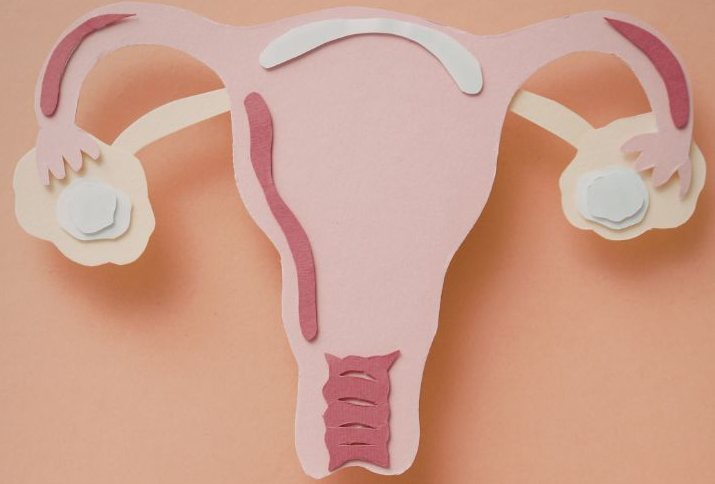
**Vaginal infections**

**Ovarian masses**

**Treatment of endometriosis**

**Infertility evaluation**

**Menopausal issues**



# WHAT DID I LEARN?

During my 9 months of internship at Cape Gynecology LLC in Brewster, I gained valuable skills that will support my path to medical school and becoming an OB-GYN. I learned to draw blood accurately and safely, set up trays for various procedures, and properly clean and prepare examination rooms, ensuring all necessary supplies were available.

I also developed skills in charting and documenting patients' information. Additionally, I gained hands-on experience taking patients' weight and blood pressure and efficiently recording their personal and medical details. This internship has given me a great opportunity to learn and gain important skills that will help me. This internship also gave me a strong foundation in clinical procedures and patient care, preparing me for a future in the medical field.

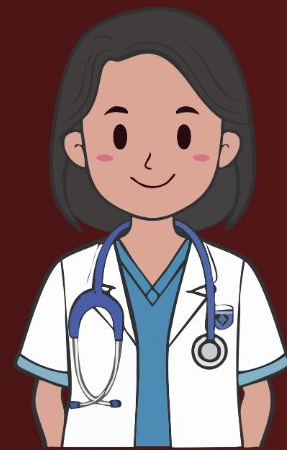


# REFLECTIONS

During my internship at Cape Gynecology LLC, my initial performance was not as strong as I had hoped. It took me about 1-2 weeks to fully understand and adapt to the internship schedule and the clinic's workflow. At the beginning, I was only able to attend during my 3 blocks which limited my hands-on experience and learning opportunities; however, once I completed my CPR certification, I was able to attend more blocks, giving me the chance to gain more clinical experience. Over time, I improved significantly in my skills and confidence. I have become more proficient in charting patient information.

*—thank you—*

These experiences helped me become more organized and attentive to detail, which are the important essential skills for a future in medicine. A major highlight of my internship was the hands-on experience that helped me connect with my future career. I enjoyed taking my time to learn what Dr. Gleason did as she performed many important procedures. I truly appreciated the opportunity to interact directly with patients and perform clinical tasks. Additionally, I was happy to meet some of the kindest, most genuine, and fun people—Megan and my co-workers made the environment welcoming and enjoyable. Their support and positive attitude made learning easier and more enjoyable each day.



# Important Notes Taken!

**(Patients Name)** Hi I'm \_\_\_\_\_ and I'll be assisting you today, please follow me while I lead you to your room.

Try your best to remember the set up for certain things

Endometrial BX

Colposcopy

Vulvar bx

IUD Insert

Endocye

Vital signs

- blood pressure \*BP\* (systolic 120 mmHg)  
Hypotension= low blood pressure.  
(diastolic 80mmHg) Hypotension= high blood pressure
- Heart rate \*HR\* 60-100bpm.  
Bradycardia= <60 bpm and Tachycardia= >100bpm

## Internship

Notes for assisting patient

- **First go out to the door and ask the patient their name,**

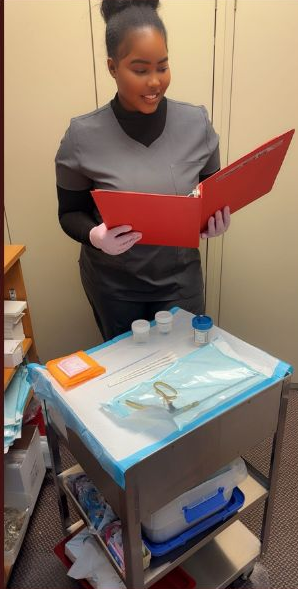
**Lead them to the room you're assisting them.**

- Get the blood pressure first and if patient is wearing a coat, kindly ask them to take it off (takes the longest)
- Ask about their medical status if there's any new medicine that they're taking, surgeries or procedures
- Ask about their last period
- Did you have a mammogram this year at all and a ultrasound
- Ask them to kindly step on the weight so u can get it and sometime if not in the computer take their height
- Ask if they've had a mammogram and if it was normal, and write down what the patient says
- Ask if they're sexually active
- Ask about their bone density
- Ask if they've had a Colonstrophy (usually 65 and over, if so them they're post metapause)
- Ask them about the medications they're taking and what they're not taking

# Thank you

If I had the choice to choose, I would always choose Cape Gynecology for my internship. The staff are hardworking, dedicated, work as a team, and are always willing to help. They consistently went out of their way to support me by offering encouragement or small gestures that made my day better. This supportive environment made a significant difference in my learning experience and my overall enjoyment of my internship.

I am truly grateful for this opportunity and feel incredibly lucky to have been part of such a wonderful team. I especially want to thank Megan Coomber for being an excellent and genuine boss. Her leadership and kindness made a lasting impression on me. I also want to thank everyone at Cape Gynecology for making my internship a meaningful and memorable experience. This experience has strengthened my passion for healthcare and inspired me to pursue a future in medicine. I would also like to thank Ms. Armstrong for giving me the incredible opportunity to complete this internship and for your support. I appreciate your help in creating my schedule and guiding me to gain this valuable experience at Cape Gynecology LLC. Your encouragement and assistance have meant so much to me, and I am grateful for everything you have done.





**Cheyenne**



**Cara**



**Megan**



**Melissa**



**Jaymie**



**Anne**





**Cathy**



**Dr. Gleason**



# Capstone Project

Internship Experience at Cape and Coast Bank



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Patrick Jordan



# Overview: Cape and Coast Bank (2026)

Category	Factual Details
Founded	1921 (Over 100 years of service)
Headquarters	Yarmouth Port, Massachusetts
Total Assets	Approximately \$1.67 Billion
Network	11 Local Branches across Cape Cod
Structure	Independent Mutual Bank (Customer-Owned)

**Rebranding:** In late 2025, the bank updated its name from "The Cooperative Bank of Cape Cod" (known locally as 'The Coop') to **Cape and Coast Bank** to represent the local beauty of our region and a modern approach to banking.

# My Role as an Intern

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Moving from the Classroom to the Frontline

# Daily Frontline Tasks



## Phone Duty

I answered calls from customers. I had to learn how to be professional and route them to the right department quickly.



## Transactions

I helped with small deposits and withdrawals. I learned that every single cent has to be accounted for perfectly.





## Observation

I spent much of my time watching the employees. I saw how they handle busy rushes and keep everyone happy.

# What I Learned

I learned that banking is about more than just money; it's about the **security and rules** that protect everyone.




-  **BSA (Bank Secrecy Act):** Rules to help banks report and stop suspicious activity.
-  **OFAC (Office of Foreign Assets Control):** Screening names to make sure we are not banking with bad guys.

## The \$10k Rule

I learned about **CTR (Currency Transaction Reports)**. If a customer brings in more than \$10,000 in cash, we have to file a report.

Cash > \$ 10,000 → File CTR

# How I Grew as a Professional

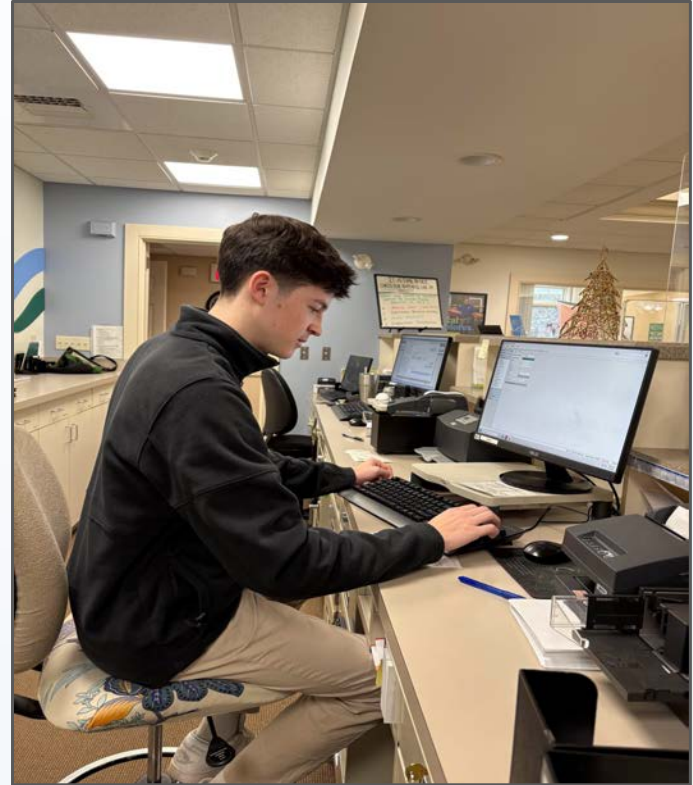
-  **Early Months:** At first, I was just a senior watching how everything worked. I was pretty nervous about handling real money or talking on the professional phones.
-  **The Middle:** I started answering calls and helping with small transactions. I began to understand the terminology without having to look them up.
-  **Final Months:** By the end, I felt like a real part of the team. I could anticipate what a customer needed before they even asked, and my confidence was much higher.

# What Made It "Real"

This placement felt "real" because I was not just doing school projects, but I was helping real people with their life savings.

When I helped a local business owner or a neighbor, I saw that banking is what keeps the Cape running. Seeing how my work impacted their day made me realize how important the frontline team actually is.

It was not just a grade anymore, but a responsibility.



## Reflections

I spent my days watching the employees on the front lines. I saw that banking is not just about math, but the people. Seeing them handle stress with a smile showed me what true professionalism looks like.

# Impact on My Future

## Career Path

As a senior, this internship helped me decide that I want to pursue a career in finance. I loved the environment of the bank and the challenge of keeping everything organized.

## Personal Growth

This experience gave me a new found maturity. I learned how to talk to adults as a professional peer and how to stay calm when things get busy. It made my senior year feel much more meaningful.

# Thank You, Chris!

Thank you so much for being a great mentor. You showed me what it takes to lead a branch and how to treat every customer with respect.

I appreciate you letting me take on real responsibilities and for teaching me skills I will use for the rest of my life. I could not have asked for a better mentor!

And also thank you to the amazing team at the East Harwich Branch who have been instrumental to my success here at the bank and for all the skills they have taught me!

# Nickerson State Park



Andrew Lagreze

# What I Have Learned-

I have learned so many things interning for Nickerson State Park. A few of these things include communicating with people around loud equipment when you cannot hear what others are saying, being able to work alongside a crew, operating a chipper, and using equipment safely. The biggest and most important thing while doing these things is staying mindful of others and where they are so every one is safe while working especially with a chipper or tractor involved.



## What I Enjoyed Most -

I enjoyed interning at Nickerson State Park very much. The thing I enjoyed most about interning with them was definitely the fact that we did different things everyday. One day I could be building picnic tables, and the next day I could be cutting back a trail. Another plus is it is almost all outside so it definitely suited my personality. I also enjoyed working with the people there. Everyone is very nice and kind.





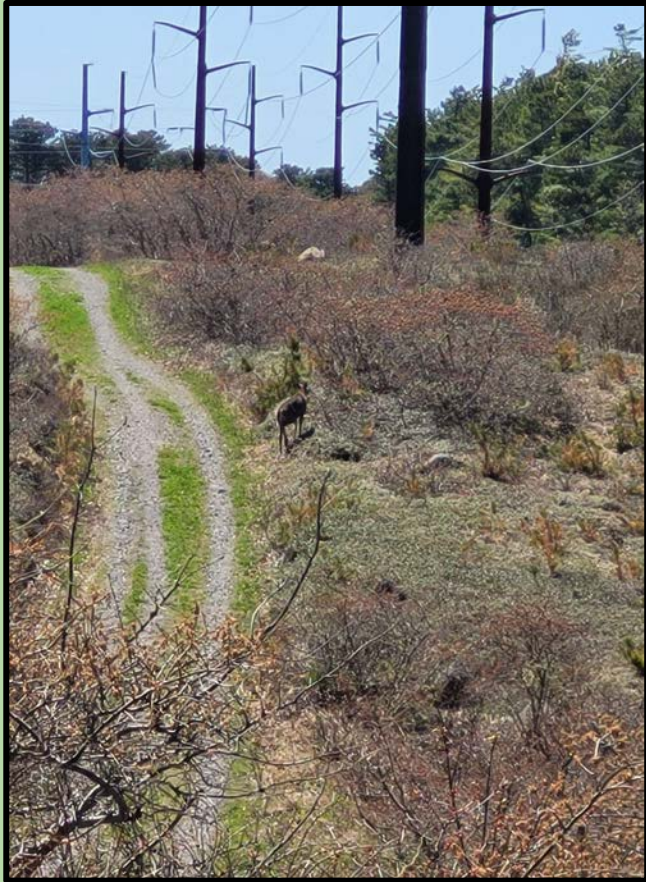
**View from the top of the Fire Tower in the middle of Nickerson State Park. If you look closely you can see the ocean.**



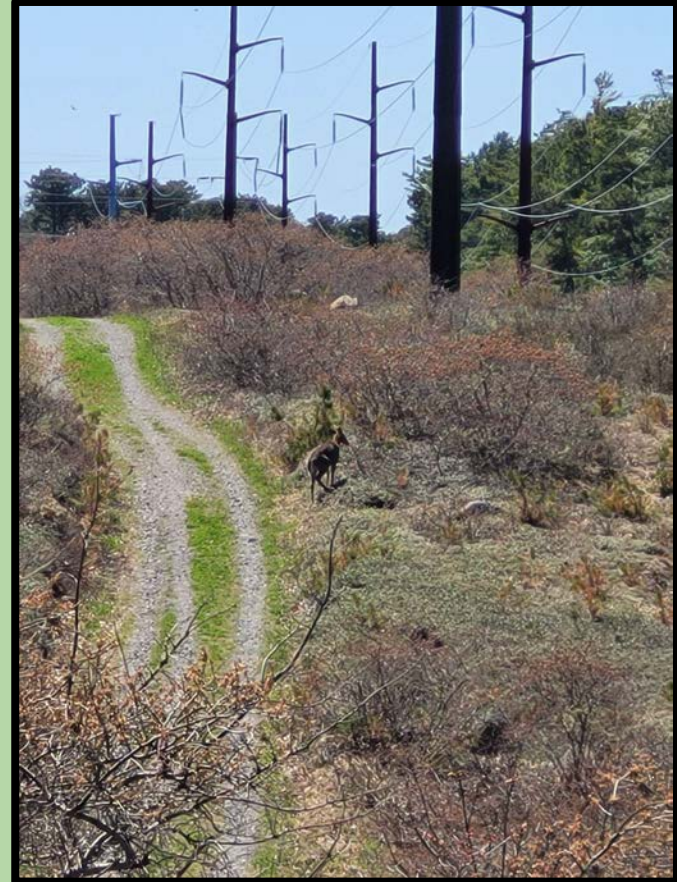
**This is a Stink Pot Turtle that I found in Little Cliff Pond. They do not get very big. They are also sometimes called a musk turtle because they release a musky smell when in danger.**



**This is a giant burned spot of beach grass by the Crosby Beach parking lot that we had to clean up. This happened because some people had a fire at night too close to the dunes and did not put their fire out.**



**This is a doe with her fawn at Nickerson State Park in the powerlines. The baby sensed danger and hid, before the mom knew we were even there. We see all kinds of things like this everyday at the park. We just are not always able to get pictures of all the amazing wildlife.**



# Fun Facts about Nickerson State Park-

- Nickerson State Park used to be an exotic animal hunting ranch in the late 1800s and early 1900s.
- In 1934 Addie Nickerson donated 1727 acres of her family's estate to the state which is now Nickerson State Park.
- Nickerson State Park has nine named kettle ponds.
- Nickerson State Park also owns Crosby Beach on the bay side of Cape Cod.

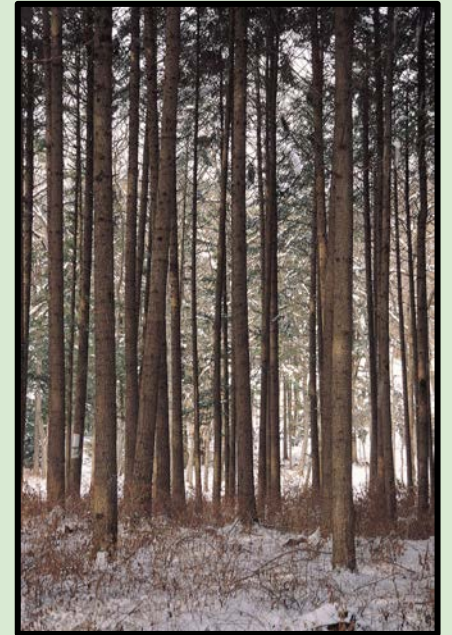


# What Did I Offer to the Park-

During the winter, I was tasked with a subject to research about the park. This research was about the different ecosystems in Nickerson State Park. We all had to research a different subject about the state park and present a slideshow that at the Brewster Gardening Club. It was open to the public. The next 6 slides are what I presented.



# Different Ecosystems in Nickerson State Park



# Forests-

There are a few different types of forests in Nickerson State Park. Some of them being the white pine forest, oak woods, and cedar swamp.

Some of the different types of trees are pitch pine, white pine, cedar, oaks, sumac, and occasional birches.

Many of the older white pines were planted by the Civilian Conservation Corps (CCC) also known as the New Deal Program, which was one of the things that helped the United States escape the great depression because it gave families an income.

The CCC also tried planting red pines in the Park, but because of Cape Cod's climate and soil they did not last very long and died off. You can still see the huge dead trees on the trails by Ruth Pond.

These pines also can be known as pioneer species. Pioneer species are often the first species to start a forest or heal one because of how hardy and versatile they can be.

These forests help give many animals a great place to live by providing shelter and food sources. Some of these animals include, deer, racoons, squirrels, coyotes, foxes, and many other critters.



# Salt Marshes-

**When you think of Nickerson State Park you probably only think about the woods and the ponds, but Nickerson State Park actually owns a part of the beach on the bay side and some salt marshes down the street.**

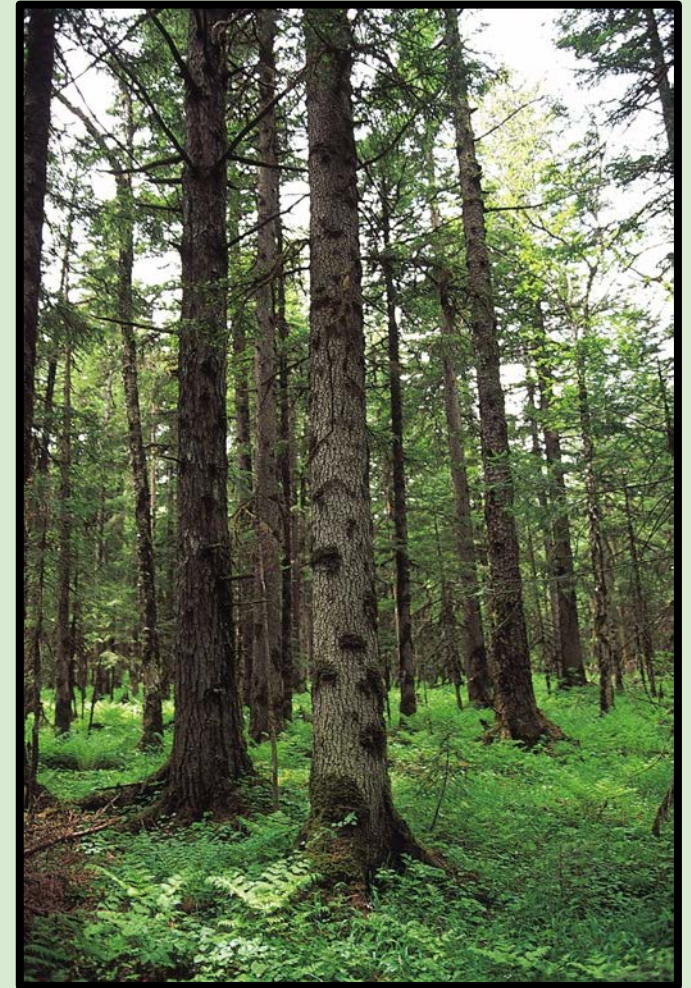
**Salt marshes on the bay side provide a great habitat for sea birds, fish, shellfish and crustaceans.**



# Cedar Swamp-

**Nickerson State Park has its own cedar swamp that you can actually hike around. Cedar swamps are special because many of the cedar swamps were clear cut for their lumber in our area, and it devastated their ecosystems. Cedar swamps provide a great habitat for woodland creatures. It also provides a great water source year round.**

**If you hike there you might notice that many of the trees died, this could be due to a drought in the past, when the swamp dried out in parts. It is hard to determine when this happened due to cedars natural resilience to weathering, and most of the dead trees are still standing. Nonetheless, the swamp is thriving right now in most parts, and I would recommend taking a short hike around it.**



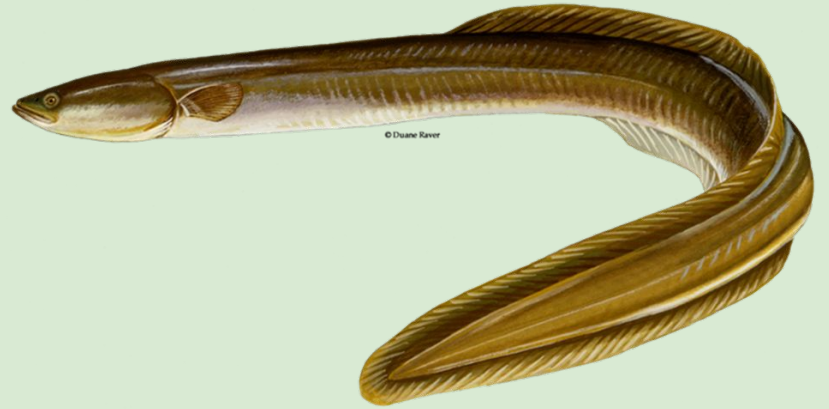
# Crosby Landing Beach-

**Nickerson State Park owns a beach on the bay side that is a great place to visit during low tide because it exposes all of the cool things you can find. These things can vary. You could find crabs, shellfish, cool shells, cool rocks, and bones. The last time I was there we found a dead dolphin that had washed up during high tide. The shore can retract up to 2 miles in different parts of the bay. People also like to shellfish during low tide. I would recommend doing a little exploring out there on the flats.**



# Kettle Ponds-

**Nickerson State Park has 9 named kettle ponds, they are: Cliff, Little Cliff, Flax, Higgins, Ruth, Keelers, Triangel, Eel, and Grassy Nook. These ponds have great hiking trails around them. Some of these ponds are stocked in the spring and fall with trout for anglers. Some of the natural species include yellow perch, white perch, largemouth bass, smallmouth bass, pickerel, and bluegills/sunfish, and more. One fun fact about the ponds is some of them somehow got American eels in them. These ponds are not sea run so it is not natural for American eels to be in there. This may be because of their breeding process.**



## **How I Felt about Interning-**

**Overall, I am very happy that I got the opportunity to intern with Nickerson State Park this school year, and I would highly recommend this internship to any hardworking students that enjoy the outdoors. I am very grateful that they taught me about maintaining a state park and all of the fine details. I definitely do not regret this choice at all. Thank you, Ms. Armstrong and all of the Nickerson State Park staff that I got to learn from this school year!**

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# Chatham Police Department Capstone Project



Jacob Larivee

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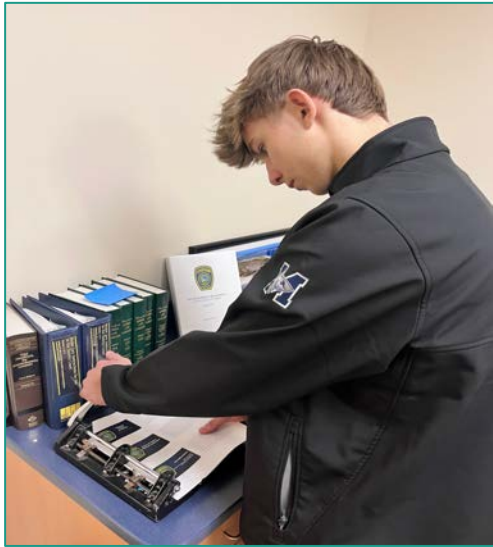
# Chatham Police Department

The Chatham Police Department is located at 249 George Ryder Road in Chatham, Massachusetts, and serves the local community by providing public safety, emergency response, and community policing services. Led by Chief Michael D. Anderson, the department offers a range of services including police reports and records requests, event and parade permits, traffic safety programs, and community outreach initiatives.



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## My Responsibilities



During my experience, I observed daily police operations and procedures to gain a better understanding of how the department functions. I assisted with administrative tasks such as filing and organizing documents, which helped support office efficiency. I also learned about dispatch and communication systems, gaining insight into how officers coordinate and respond to calls. Additionally, I participated in ride alongs with officers, allowing me to see real world policing in action, and I even had the opportunity to join in on different training sessions.

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## Highlights of My Experience

During my time at the Chatham Police department, I was able to observe how officers respond to real life situations and make quick decisions under pressure, while also learning how important teamwork and communication are in law enforcement. One of the most memorable parts was attending the blue line training trailer, a mobile simulator that presents realistic scenarios where officers must make split second decisions and ensure they do not harm innocent civilians. I also had the opportunity to practice at the department's shared firing range with Harwich, where I learned and participated in training using the new red dot optics .





# Reflections on My Experiences

## What I Enjoyed the Most

- Being able to join in on range days
- Experiencing day-to-day police work beyond what is shown in the media
- Learning directly from officers through real situations and conversations

## What Challenged Me

- Understanding the level of responsibility officers carry at all times

## How My Perspective Changed

- Realized the importance of communication, judgment, and professionalism
- Saw how much of the job is helping the community, not just enforcing laws

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## My Performance

During this internship, I was not used all the time for sorting and organizing files and instead mostly participated in ride alongs. Whenever I was asked to perform a task, I did my best to complete it correctly and efficiently. I also assisted with training at the gun range, where I recorded officers' times. In addition, I attended the Falmouth Police Academy with other tech students and the Monomoy intern for Harwich PD, where we participated in a scenario pretending to be young individuals who had spray painted a wall and were then arrested.





## Growth as a Professional

Throughout this experience, I became more responsible and independent by managing expectations and staying focused on my role. I improved my communication skills by listening carefully, following directions, and interacting more with officers over time. I also developed a careful understanding of workplace expectations, including professionalism, accountability, and teamwork. Overall, this experience helped me grow more confident in a professional setting and better prepared me for future opportunities.

---

## What Made It “Real”

This internship felt real because I was in an actual police station environment, following real schedules and expectations just like the officers. I had the opportunity to observe real life situations, which gave me a better understanding of what the job is actually like day-to-day. Being able to work alongside professionals and see how they handle responsibilities, communicate, and make decisions made the experience feel authentic and meaningful.





# Impact on My life

Did this change your career interests?

- Yes and no, it made me more interested in careers related to law enforcement and public service like the FBI or DEA.

I gained even more respect for law enforcement.

- I have always had respect for law enforcement because my Dad is a police officer, but this just made me respect them even more.

I learned about responsibility and discipline.

- This internship taught me the value of accountability, following rules, and maintaining self discipline in everyday life.



# Reflections

- Week 1 first impressions and nervousness:

I felt unsure at first, but I was excited to start and learn something new.

- Week 2 learning procedures and systems:

I began understanding how things work and started picking up important skills and developing routines.

- Week 3 becoming more comfortable:

I gained confidence, felt more independent, and became more involved in daily tasks.

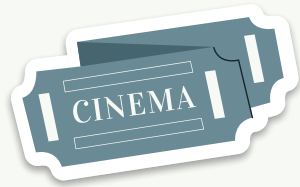
- Biggest Takeaway

I learned that stepping out of my comfort zone helps me grow, and discipline and responsibility are key to success.



# Thank You!

I would like to thank Chief Anderson, Detective William Massey, and the rest of the Chatham Police Department for giving me this opportunity to learn from them and gain more knowledge about policing.



# Capstone

## Cape Media Center

Ava LaRocco





# What I Do at Cape Media Center

At my internship at Cape Media Center, I spend my time working on creating and producing video content. I use different types of camera equipment to film projects based on both my personal interests and assigned creative tasks. After filming, I edit my videos using the resources provided to me at the Media Center, turning raw footage into finished projects I can share with others.





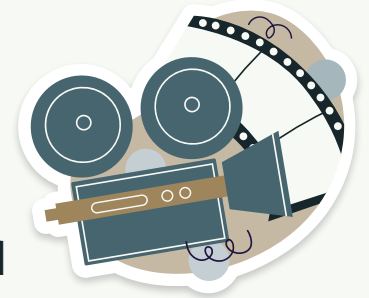
# What I Have Learned

During my time at Cape Media Center, I have learned so much about video production and media creation. I have gained experience using professional camera equipment and understanding how to properly set up shots. I have also learned how to structure and format interviews so they flow well and capture important information. In addition, I have developed my video editing skills, learning how to take clips and turn them into a polished final product.



# What Made It Feel “Real”

One of the things that made my internship at Cape Media Center feel real is the opportunity to go out into the field and work on actual shoots. Instead of just practicing in a classroom setting, I get to travel to different locations and film in real environments. I also help set up and conduct real interviews, which gives me hands-on experience working with people and capturing meaningful content. Being involved in every step of the process from setting up equipment to filming and editing makes the work feel professional and authentic. It has shown me what it is like to be part of a real media production team and has made the experience much more exciting and meaningful.





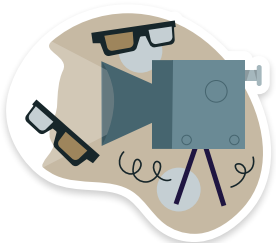
# Reflection

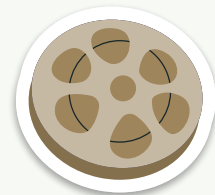


Overall, my internship at Cape Media Center has been a very positive and exciting experience. I enjoyed having the opportunity to be creative while also learning new technical skills. It has helped me grow more confident in my abilities and given me a better understanding of media production. I am proud of the work I have created so far, and I look forward to continuing to improve and bring more of my ideas to life throughout the rest my career.

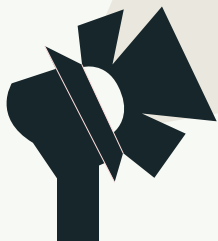


# Photos



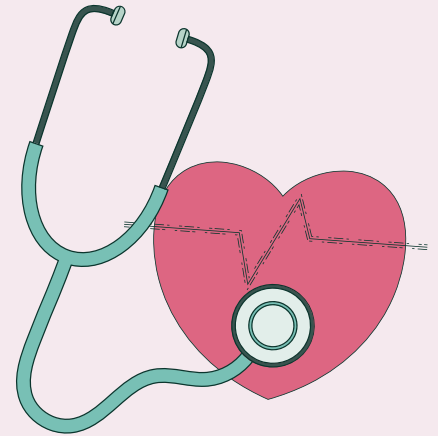


Thank you,  
Cape Media Center!



# Cape Cod Hospital + Internship

## Labor & Delivery



Abrielle Long

# Overview



- I work on the maternity unit at Cape Cod Hospital.
- This floor takes on the full spectrum of pregnancy care including prenatal, labor and delivery, newborn care, postpartum and breastfeeding support.
- There is always an OB, midwife, pediatrician, and several nurses on floor. An anesthesiologist is often paged, and lactation nurses are present.
- The unit includes two operating rooms and one nursery.
- It is highly recognized for being baby-friendly.



# What I Learned- Prenatal & Admission

- For prenatal care, most patients get sent from the OB office if they have high blood pressure, decreased fetal movement, or vaginal bleeding.
- Prenatal is where non-stress tests are done. Nurses look for a reactive NST which consists of a baby's heart rate increasing with movement.
- Reasons for admission often include active labor, water breaking, induction, or a scheduled C-Section.
- During admission, nurses ask a handful of questions about medical history, safety, and a plan for the pregnancy. They also go over the newborn screening process which happens 24hrs after delivery.
- I have watched many IV placements and learned about initial meds and fluids given.



# + What I Learned- Labor & Delivery +

- Monitoring- baby's heart rate and mom's contractions, accelerations, and decelerations
- Cervical Exams- dilation, effacement, and station
- Common medications- pitocin (helps to induce labor), misoprostol (ripens the cervix), magnesium sulfate (used for high blood pressure patients), penicillin (used for GBS positive patients), epidural (pain management)
- Different positions to help move the baby
- Pushing techniques
- C-Section set up
- Baby assessment- APGAR (heart rate, breathing, tone, reflexes, color, etc.)
- Cutting of the umbilical cord 1 minute after delivery
- Placenta and amniotic fluid



# What I Learned- Postpartum & Discharge

- Baby medication - eye ointment, Vitamin K, Hepatitis B vaccine (optional)
- Baby and mom vitals
- Bleeding and fundus check on mom
- Breastfeeding benefits and techniques
- 24hr baby testing (hearing test, PKU for blood metabolic disorders, CCHD to check blood oxygen levels to detect heart defects, bilirubin for jaundice, etc.)
- Discharge education, reasons to call
- Car seat test if baby is premature or has a low birth weight





# Interesting Moments

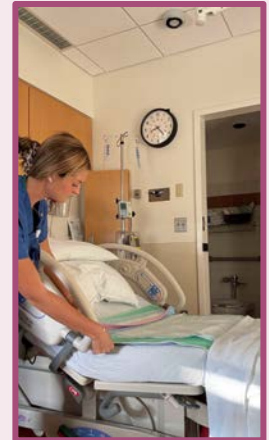
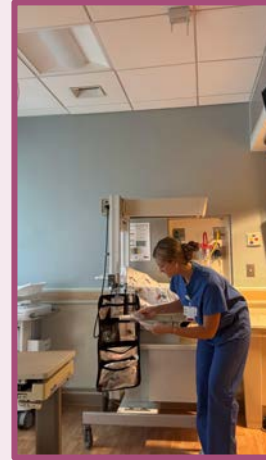


- Watching numerous c-sections and vaginal births
- Seeing fallopian tubes being removed
- Result of endometriosis cyst explosion
- Effects that accutane has on a baby (heart murmur and hearing)
- Observing CPAP being performed



## + Growth/Performance

During my internship on the maternity floor, I primarily observed patient care, which allowed me to gain a deep understanding of protocols and management. I learned how healthcare teams collaborate and often offer a helping hand during stressful times. Although I was not able to be very hands-on, this experience helped me develop professional skills such as attention to detail and critical thinking, while deepening my knowledge of maternal and neonatal care.



# Reflection/Impact

Having the opportunity to intern at Cape Cod Hospital on the maternity floor during my senior year of high school, has been an extremely eye-opening and knowledge building experience. This exposure has provided me with a clearer perspective on the responsibilities of labor and delivery nurses and reaffirmed my commitment to follow this career path. I have had the chance to watch deliveries, newborn assessments, postpartum care, and many other clinical skills. One thing I love most about shadowing in labor and delivery is seeing how the nurses not only provide the necessary medical care, but how they go above and beyond by offering immense emotional support during a very vulnerable time. Following different nurses and seeing their compassion and dedication has strengthened my confidence that I can someday embody those same qualities in my own career.

# THANK YOU

- + Thank you Kerry Thompson the opportunity to participate in this internship. I also want to thank all the nurses and staff for being extremely welcoming and allowing me to observe their work. This was an incredible experience that I am forever grateful for, and I am eager to apply what I have learned as I go off to nursing school in the fall.



Veterinary Associates of  
Cape Cod

Isabelle Long

# Why I Chose VACC

- Opportunity to gain hands-on experience in a real veterinary setting
- Wide range of services offered—exposure to different areas of animal care
- Chance to observe and assist trained professionals in the field
- Convenient location and welcoming environment for learning



# Fun Facts

- The Veterinary Associates of Cape Cod was first established in 1975
- It is a locally owned and operated clinic with over 50 years of service
- They have been a AAHA-accredited hospital for more than 40 years, that consistently meets the rigorous standards in safety, medicine, and patient care. Standards that are achieved by fewer than 15% of veterinary practices.

Source: <https://capecodvets.com/about-us/>

# What I Learned

- Basic clinic procedures and terminology
- Safe and humane animal handling techniques
- Importance of teamwork in a fast-paced environments
- Value of empathy and communication with pet owners
- Gained knowledge of common animal illnesses, symptoms, and preventative care
- Developed problem-solving skills by helping staff respond to different animal needs and emergencies



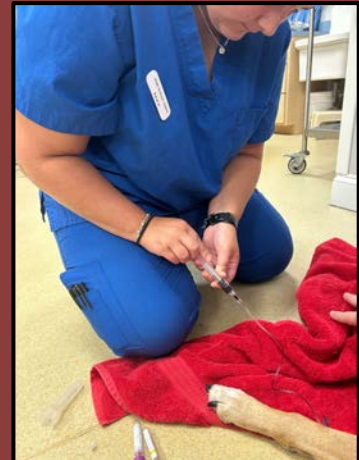
# Performance

- Always arrived prepared and ready to work and learn
- Took initiative with cleaning, stocking, and assisting
- Asked questions and observed attentively
- Built trust by being dependable and engaged
- Took initiative by helping with daily clinic tasks without needing constant supervision
- Showed compassion and attentiveness toward animals in stressful situations



# My Growth

- Grew more confident in a clinical setting
- Improved communication and problem-solving skills
- Confirmed my career interest in veterinary medicine
- Grew more confident with the medical care regarding my own animals
- Developed greater attention to detail when observing animal behavior and health conditions
- Developed stronger animal-handling and caregiving abilities over the course of the internship
- Increased independence and responsibility when completing daily tasks



# Reflections

- Learned how day-to-day tasks support overall clinic function
- Observed how staff members work together effectively
- Gained a clearer understanding of routine responsibilities in veterinary care
- Became more familiar with expectations in a professional setting
- The experience strengthened my interest in animal science and future veterinary careers.



# Highlights

- Helped prepare and draw up vaccines
- Was given opportunities to learn how to draw blood
- Witnessed the process of many different surgical operations
- Witnessed emergency procedures and calm decision-making



# Thank You

- *Veterinary Associates of Cape Cod*
- *Ms. Armstrong*
- *Ms. Chris Flaherty*
- *All of the VACC staff*



# Chatham Council On Aging Internship

Madison Mahfouz

ELDER SERVICES  
NUTRITION SITE

Chatham Center for Active Living

193  
Chatham Center  
for Active Living

# What is the Chatham Council On Aging?

The **Chatham Council on Aging (COA)** is a local government organization in Chatham, MA, providing support and services for older residents (60+). All ages are welcome to volunteer.

## Core Programs & Social

- Food & fuel assistance
- Medical equipment loans
- Transportation & safety
- Library, Bingo & book club
- Blood pressure & tax clinics

## Specialized Services

**Ryders Cove Respite:** Structured daytime support with games, music, and exercise.

**SHINE Program:** Expert help with Medicare options and health insurance savings.



## Why Intern at Chatham Council on Aging?

I am committed to majoring in psychology at the University of Massachusetts Boston, and the Chatham Council on Aging exposed me to direct hands-on experience working with older adults in a community setting while connecting directly to my interest in psychology. This internship allowed me to better understand how aging affects mental health, memory, and daily functioning, as well as how social programs and support services can improve quality of life. I gained valuable experience communicating with and assisting individuals with different needs, which helped me develop important skills in empathy, patience, and understanding human behavior. I could not be more grateful for this internship opportunity with the friendliest and most welcoming staff!



# Internship Contributions & Responsibilities

## Administrative & Reporting

- Filed paperwork for the department coordinator of the Chatham Council On Aging
- Answered phone calls and managed reminders for the department assistant
- Collected and organized phone call data to assist in final reporting
- Created an informational binder of resources for senior citizens
- Took inventory of food, furniture, and essential supplies



## Programs & Community Support

- Supported "Healthy Meals in Motion," providing nutrition to Cape seniors
- Directed bingo sessions, a key social program for the council
- Assisted in the Ryders Cove Respite program every Tuesday and Thursday
- Coordinated with the communications lead to set up multiple COA programs
- Provided flexible support for additional staff tasks and activities



# What I Learned

At the Chatham Council on Aging, I learned...

- ★ How aging impacts mental, emotional, and physical health.
- ★ How local programs support independence and quality of life for older adults.
- ★ How to strengthen my communication and social skills by working with a diverse population of ages.
- ★ How to explore cognitive, emotional, and social factors influence aging.
- ★ How community support systems can improve mental health outcomes for older adults.



## Reflection

I learned so many valuable skills from my internship that will help me as I continue my educational career at college. I realized that engaging in the community builds a sense of responsibility and reliability, which is vital for my personal growth. Engaging in the community also built my confidence and independence by stepping out of my comfort zone and taking initiative by assisting in different programs, like Healthy Meals in Motion, The Ryders Cove Respite program, and bingo. Most importantly, I gained a better understanding of my own interests and values. This internship grew my passion for psychology and increased my desire to help others. I am extremely grateful for all of the experience I gained from interning at Chatham Council On Aging!

## Performance

During the time at my internship, it was important to me that I performed to the best of my abilities. I made sure to arrive on time and communicate my schedule with my mentor, as I am a multi-sport athlete during the school year. Collaboration was a vital part of my job, and I worked together with the staff to efficiently run programs and help them with the extra workloads especially the challenges created by the winter storms. While working with the senior citizens, empathy and assistance was very important, and the staff and I upheld those standards by creating a welcoming environment, serving them drinks/food, and encouraging them to think critically. I built great multigenerational relationships and developed wisdom from the sharing of their experiences!

# HIGHLIGHTS!

One of my favorite moments during my internship at Chatham Council On Aging was visiting Wingbeats Recording Studio with my mentor and all of the senior citizens! At Wingbeats Recording Studio, I learned about recording, voiceovers, podcasts, mixing, and immersive mixing. After we took a tour of the recording studio, we went to lunch at Laurino's Tavern, where I got to sit down and eat lunch with the senior citizens. I remember having the most engaging and memorable conversations with one of the senior citizens. We talked about sports for hours and my plans for the future. I told him how nervous I was to start college and play division three tennis, and he comforted and reassured me that everything was going to work out and to trust the process. The relationships I have built over the months I have been at Chatham Council On Aging are important to me.

**Wingbeats Recording Studio**



**Laurino's Tavern**



# What Made My Internship “Real”?

What made my internship feel real was the opportunity to take on meaningful responsibilities and interact directly with people in the community. Instead of just observing, I actively helped with daily programs, supported staff, and built connections with participants. Through these experiences, I saw how the work I was doing had a direct impact, whether it was helping someone feel included or contributing to the smooth operation of the program. Being trusted with real tasks and working in a professional environment gave me a clearer understanding of what a future career could look like for me and helped me develop important skills like communication, responsibility, and empathy.



# **THANK YOU TO ALL OF THE STAFF AT CCOA!**

I cannot thank the staff at CCOA enough for their endless support and the kindness they have shown to me.

Thank you Anna, Alexis, Maddie, Leah, Jo, Dani, Kerri, Martha, and Diane for being the best role models!

A special thank you to Anna, my mentor, for being so understanding and welcoming me to the program with open arms. I am so grateful for each and every one of you and anyone would be so lucky to intern at Chatham Council On Aging with such amazing people!



# About My Internship Site

## Harwich Fire Department

- Town Fire Department
- 2 Fire Houses in Town
- 2 Engines, 5 Ambulances, 1 Ladder
- Approximately 5000 calls per year
- EMS and Fire House



# Roles And Responsibilities

- Helping with daily house chores
- Participating in every training drill
- Going on EMS and fire calls
- Cleaning the trucks



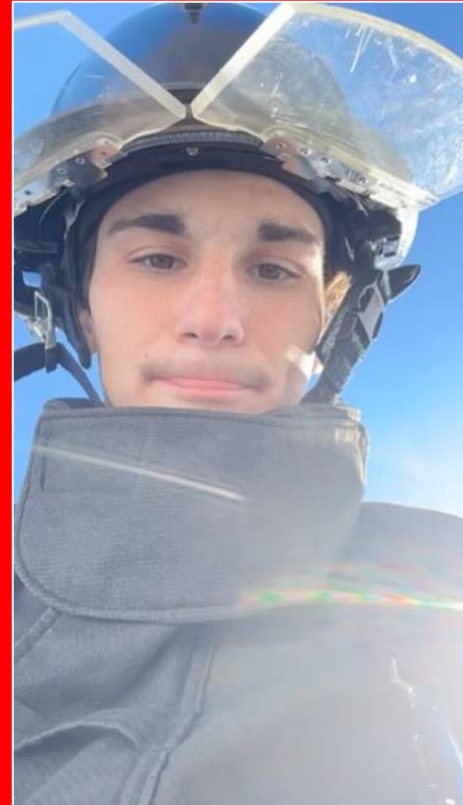
# Knowledge And Skills Learned

- Learning how to be in the back of an ambulance
- Being able to take patients vitals
- Learning to spray water at fire
- Learning how to use all tools on the apparatus
- Learning how to throw ladders and use the ladder truck



# Personal Reflection

Throughout my eight months at the Harwich Fire Department, I have noticed tremendous growth and change with myself. Being with the firefighters everyday has made me become more mature and realize that respect goes a long way. I have realized that being a firefighter is more than just a job; it is a job 24/7. You have to be a model citizen and show up for people even when it is difficult. Being with all of my mentors has made me realize how much I want to do this job and be there for people when their having their worst day.



# Performance

- From where I started to now I am much more confident in my abilities.
- I am able to assess a patient.
- I am able to help at a car crash with quick dry or help out at a fire.
- Throughout all the training, I have improved greatly from the beginning.



# Professional Growth

- I have been able to use what I have learn from the guys to become a better person overall
- I've noticed that I realised that all eyes are going to be on me and that's the type of job that I want
- This whole program has set me up for an amazing upcoming career in this industry



# Key Highlights And Experiences

- Roof chainsaw training with the Ladder
- Throwing lines out back
- Flowing water through the Ladder
- Going on accidents
- Doing ice water training in the harbor



# Impact on Future

This experience has really given me the courage I needed to do this as a career, with the help of the Harwich Fire Department, I will be with Grey Fire Rescue for these upcoming 2 years. They have also prepared me to go to the 3 week Fire 1&2 Academy this summer. Harwich Fire Department has set me up to be confident that I can succeed at the Academy and further. From there, I will get my EMT certification and be on call at Grey. I would love to come back to Harwich after my 2 years of study.



# Acknowledgments

I would like to thank Harwich Fire Department for giving me the opportunity to be with them all year. Thank you to Chief Leblanc and Deputy Thornton for supporting me throughout it all and being a big part of my future steps. I would also like to thank all the firefighters that have taught and helped me out with everything. To Captain Willis for always keeping me on a straight path even when it was hard. To Captain White for always taking his time out of his day to train with me and show me new opportunities. Thank you Harwich Fire Department!





# Cape Cod Hospital Barbey 3 Internship

Ciara McAllister

# About Barbey 3

- Barbey 3 is known as the cardiac step-down unit, a recovery unit for cardiac patients.
- The floor has 32 inpatient beds.
- During the winter, the unit moved from North 3 in the Mugar Building, to Barbey 3, in the newly constructed Barbey Pavillion.
- The Barbey Pavillion is separate from the main building, except for a connection by a tunnel.



Old Building (North 3)



New Building (Barbey 3)

# What I Learned

## Taking a Set of Vitals

During my internship, I learned how to use a DINAMAP to record a set of vitals (heart rate, blood pressure, temperature, oxygen). This included learning how to properly place a blood pressure cuff, and to look out for a pink limb alert bracelet.

## Boosts/Slides

During my time on the floor, I learned about boosts and slides, which both require more than one person. Boosts are usually done using a bed pad, to raise a patient higher in their bed. Slides are done using a slide board, to move a patient between a bed and a stretcher.

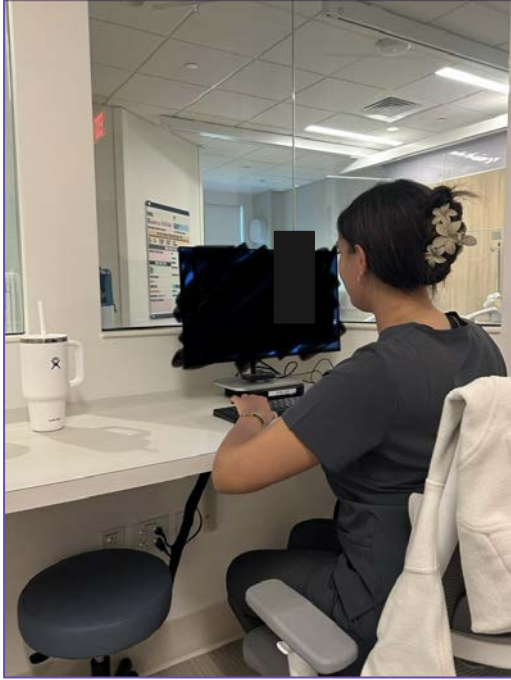
## Washing/Changing Bedding

Through shadowing with the CNAs, I learned the products and routines that are commonly used to assist in cleaning patients. Additionally, I helped change linens, to assist in making a patient as comfortable as possible.

## Charting

In between caring for patients, the CNAs chart what tasks have been done to help in the care for each individual patient. While interning, I got the opportunity to learn how to chart these tasks.

## Learning to Chart



Organizing Storage for Linens  
and Hygiene Products in the  
New Building

# My Performance

Overall, I believe I performed to the best of my ability. I listened when someone was explaining something new and offered help for tasks such as assisting a slide, or retrieving drinks for a patient. I also tried to communicate through emailing, when I knew I would not be able to attend.

# My Growth

## The Beginning

Initially, I was nervous and unsure. I was learning new things, and everyone around me seemed very confident and experienced in comparison. However, through listening and participating, I became more comfortable.

## The End

By the end of this experience, I now feel much more confident in performing tasks on the floor. I feel like I have learned so much, and I owe it to the help, kindness, and patience of everyone on Barbey 3.

# Highlights



## Meeting New People

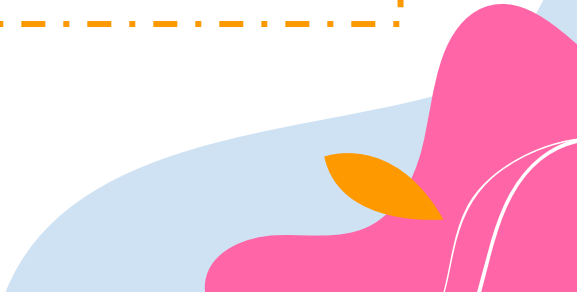
Whether it be the other people on the floor, or the patients, a highlight was getting to meet and chat with people that I had never met before!

## Learning New Things

Through this internship, I got to experience things I had never done before. Ultimately, this led me to learn so many new things.

## Seeing Patients Recover

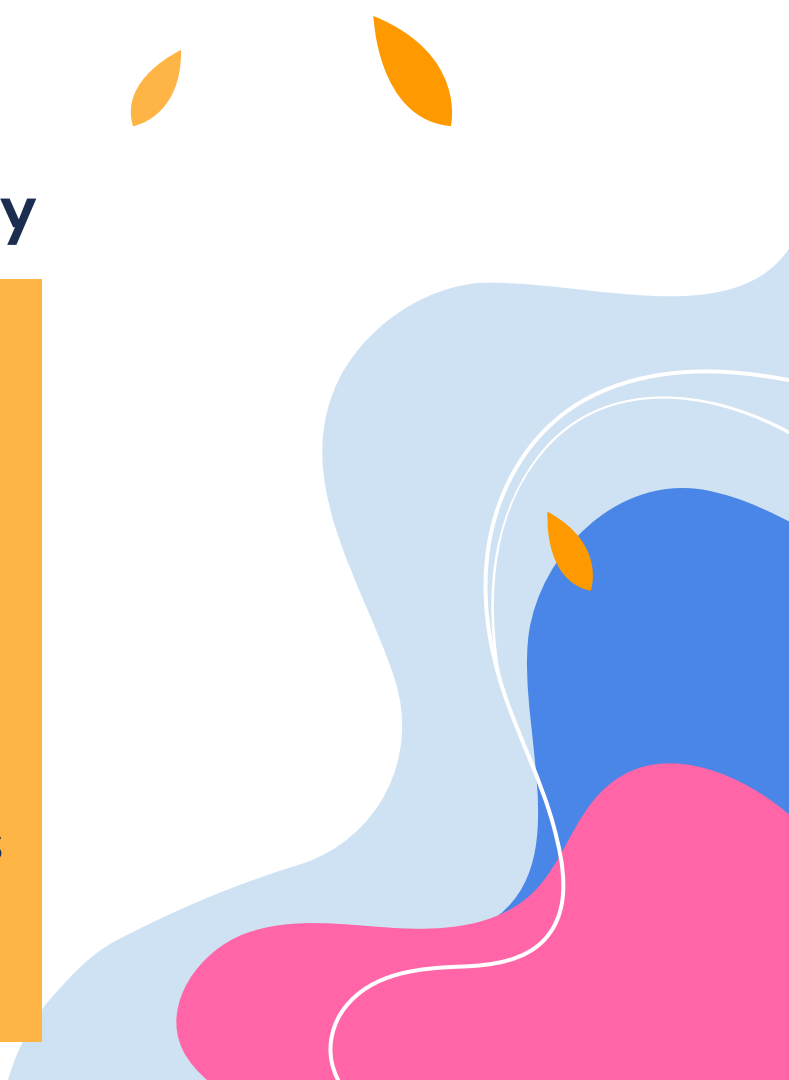
The biggest highlight for me was getting to see patients recover and eventually be discharged from the hospital!





## My Biggest Takeaway

As I look forward to beginning my pre-med track in Boston next year, my biggest takeaway from my internship on Barbey 3 is that many people work diligently to provide care for a single patient, and that this work is so important.



# Thank You!



Thank you so much to my mentor Mel, the CNAs (Kirsten, Rosie, Jess, Alice, Iracy), Dawn, the RNs, and everybody else who helped me along the way!

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# Internship



Patrick McMahon

# What I Learned

I learned valuable skills both hard and soft. I learned how to manage a client list and keep up with communications with clients. I also learned how to use valuable industry standard tools like Excel, Ultratax, ChatGBT, and Doc.It. I also learned important skills in professionalism and office etiquette.



**Doc.It**<sup>®</sup>  
By IRIS



# My Reflection

Working at SPM&Co has been an amazing experience. The team members and especially my manager are super kind and helpful people who are always willing to help and support me with anything I am working on. I was very exciting to have my own client list, and to be in charge of outreach to these clients during tax season. I am grateful for the amount of trust SPM&Co had in me, and the amount of different work experiences they allowed me to be a part of.

# My Performance

I feel I performed very well, especially during the busiest days of tax season. I did a good job staying on top of client outreach in order to get all of their information in on time so that their returns could be filed before April 15th. I also feel I have done a strong job supporting my other team members helping to take the lighter tasks off of their hands so they can work more efficiently on high level projects.



# Highlights

One of the highlights from my time at my internship was the company happy hour at the Yarmouth House. It was fun to interact with team members in a different environment. Another highlight from my internship was getting to spend time with my parents and learning what they do for work at a much deeper level. It was very rewarding.

# My Growth as a Professional

I definitely believe that I have grown as a professional. I have become so much better with emailing something. I became proficient basically because I had to. I always felt I had good customer service skills from working a register at a local ice cream shop over summers. Working at SPM&Co taught me that there are definitely levels to customer service and helped me grow to a much more professional level. This has definitely strengthened me in an important way since it is my goal to go into wealth management.



# Impact on My Life

Yes, I learned a valuable lesson about time. Before my internship time, days could not move fast enough; days felt like forever. Having to wait an hour for something felt like torture. But after working at SPM&Co time moves so fast; it is a little scary how fast. I learned the importance of strategic time management and that has been important both at my internship and in the rest of my life.

# Huge Thanks

I have two huge thanks to give.

The first is to Cape & Coast Bank in Yarmouth Port. They provided me with the opportunity to intern with them for my first semester of the school year. I learned so much about the banking industry and worked with some really amazing people.

My second thanks goes out to SPM&Co for allowing me the opportunity to intern for second semester. This internship has been an amazing learning experience and has helped me make decisions about my career goals.

# Harwich Rec & Beaches

Dylan Metters



# Overview

- **Harwich Community Center**
- **100 Oak Street, Harwich, MA**
- **John Losey (Mentor)**
- **The Harwich Recreation Department provides extensive, year-round programs for all ages, including youth sports, after-school programs, as well as some adult activities like pickleball and basketball. These activities can also be played at Brooks Park where the rec department hosts several games and activities throughout the year.**



## What I Did

I interned at Harwich Recreation Center along with my mentor, John Losey. During the time I was there, I would pump up any balls with air for the gym, set up flyers at all the Harwich beaches, help out with the after school program, build basketball hoops, soccer nets, and pickleball nets. It was a great mix of different outdoor, hands-on work, and office based skills. Each day when I came in, my assignment would be different. I would sometimes even leave the building to go to other places in Harwich to pickup packages or complete other tasks.



## **What I Learned:**

**During my time at my internship with Harwich Rec, I learned different types of sport-like management through a combination of office and hands-on work, while collaborating with my mentor and the other employees in the office.**

## What Made It Real

Interacting with the elementary students during the after-school program definitely made it real. My goal was to give them a fun time to remember everyday they came into the rec. They would come in everyday to be ready to have fun with the other counselors and myself for whatever we had planned that day. I also got to observe what it is like to deal with certain town discussions in the office. For example should local beaches in Harwich be marked with flyers and signs for beach stickers, etc. to let the citizens know what is happening in town.



## **Conclusion**

**During my short time and experience at this internship, I had a blast working with my mentors and the friends I made there. I would definitely recommend it to any future seniors interested in sport management or any job related to sports.**

# Moran Engineering LLC

Capstone Project

Lucas Mirisola

# Company Overview

## About Moran Engineering

Moran Engineering LLC is a locally owned civil and structural engineering firm servicing Cape Cod

The firm specializes in residential and commercial site design, land surveying, septic system design, and structural engineering

With deep roots in the local community, Moran engineering works closely with town boards, conservation commissions, and private clients to bring projects from concept to completion.



# What I Have learned

## CAD & Drafting

- Learned to create and read technical drawings using industry-standard Cad software.
- Developed draft site plans, floor plans and property lines.

## AS Built Reading

Gained the ability to interpret engineering plans, understanding symbols, and scales used in civil and structural drawings.

## Land Surveying

- Operated surveying equipments in the field, collected data points, and helped process survey results.
- Learned how survey data translates into real property descriptions.

## Real Job Sites

Visited active project sites to observe and survey conditions firsthand, which helped connect the work I do in the office to the real world.

# Reflections

This internship changed how I see engineering. What I thought was just math and drawings turned out to be problem-solving for real people and real places right here on Cape Cod.

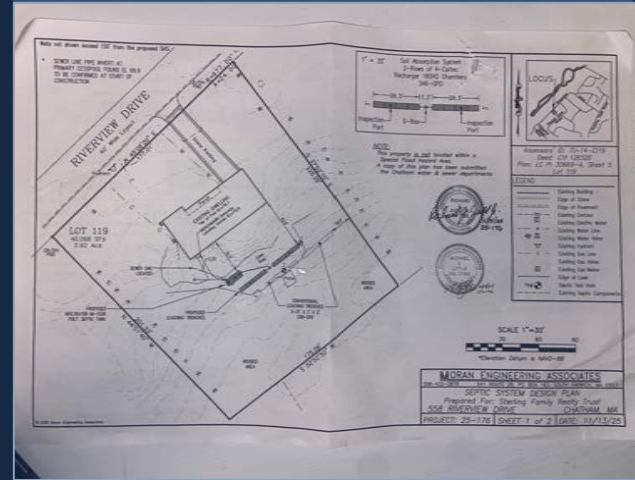
Working alongside Rick Judd, Caleb Paus, and Dan Croteau gave me knowledge I could not have gotten in a classroom alone. I learned that details matter: one measurement off, one line in the wrong place, and the whole project is effected.

The most valuable thing I will take away from this is understanding what it means to be a professional in this field.



# What Made It Real

The projects I worked on were not practice exercises, they were from actual clients counting on accurate, professional results. Drawings and data I contributed were reviewed and used in actual project submissions. That accountability was unlike anything at school. Many projects were for homes right here on Cape Cod. Seeing familiar neighborhoods in the plans made the work personal.



# Highlights

## Some highlights at Moran Engineering!

1. First site visit
2. Operating surveying equipment
3. Work being used for real projects
4. Getting hands on work and being outside



# A Heartfelt Thank you

Thank you, Rick Judd, Caleb Paus, and Dan Croteau



# Capstone Project

Kenlee Moniz



# My Role at My Internship

My internship was with Moniz Home Improvement. I worked in a office environment and dealt with scanning/filing papers, etc.

---

# My desk space!



## What Made it “Real”



What made this internship feel “real” was seeing the amount of hard work and commitment that goes into running a successful business. I was able to see the office side of a construction company, and there is so much that goes into it. Responsibilities include dealing with many different vendors and customers, and preparing along estimates. Much of this and record-keeping are done on the computer.



# What I Learned

I learned how to...

- file papers
- scan papers
- learn different vendors
- deal with estimates
- practice time management
- intro to Quickbooks
- invoicing



# Reflections & Performance

## Reflection

I am very grateful for the internship I had and lucky to have worked with my mom. The work she does is genuinely inspirational, and I am very fortunate to have been a part of that. I improved so much and cannot wait to take what I learned with me on my journey!

## Performance

Looking back to the beginning of the year, I did not know the first thing about what it takes to run a business, but now I feel I gained valuable knowledge and learned the basics. I hope to own a business of my own one day, and Moniz Home Improvement really opened my eyes and helped my visionalize the steps I need to take to get there.

# Highlights

I was able to go to several fires and assist in putting them out.

I assisted in countless patient transports and learned all about EMS.

I was able to train with paramedics to help study for and pass the NREMT exams, so I can now practice as an EMT anywhere in the country.

After this internship, I know this is exactly what I want to do with my life, and while I cannot get into details about any medical calls, I have learned so much from this opportunity about a range of emergencies.



# Reflection

When I started in September, I was fairly sure firefighting and EMS was what I wanted to do with my life, but after a week at Chatham Fire Rescue I was certain. Throughout my internship, I was treated with nothing but respect and every single firefighter made sure I was able to learn skills that would help me in my future career.

Thank you Chief Tavano, and the rest of the staff at Chatham Fire Rescue, for the amazing opportunity to work with you and learn practical skills that I will carry with me throughout my career.



# **FRIENDS OF MONOMOY**

## **WILDLIFE REFUGE**

Ben Ottino, Internship CAPSTONE Project.

# BACKGROUND

THE FRIENDS OF MONOMOY IS AN ALL-VOLUNTEER, NONPROFIT ORGANIZATION SUPPORTING THE MONOMOY NATIONAL WILDLIFE REFUGE.

THE MONOMOY NATIONAL WILDLIFE REFUGE CONSISTS OF VARIED HABITATS OF OCEANS, SALT AND FRESHWATER MARSHES, DUNES, AND FRESHWATER PONDS. NEARLY HALF OF MONOMOY'S 7,921 ACRES IS DESIGNATED AS WILDERNESS. THE WILDERNESS DESIGNATION RECOGNIZES AREAS WHERE THE EARTH IS UNDEVELOPED, AND ITS COMMUNITY OF LIFE ARE UNTRAMMELED.

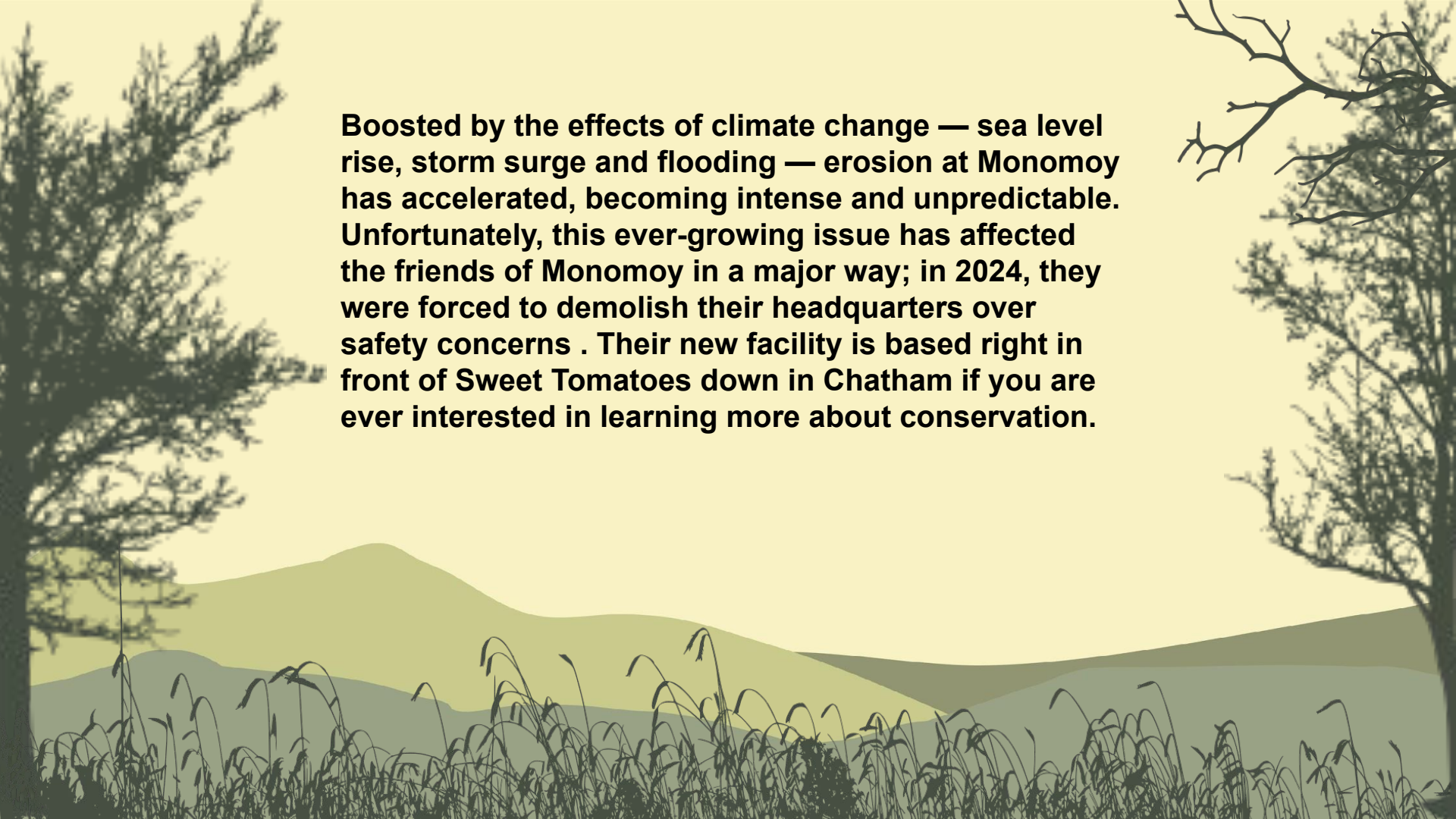
THE U.S. FISH AND WILDLIFE SERVICE MANAGES THE REFUGE TO ENHANCE AND PROTECT NATIVE PLANTS AND WILDLIFE, WITH SPECIAL EMPHASIS ON ENDANGERED SPECIES AND MIGRATORY BIRDS. MANY OF THESE MIGRATORY BIRDS, INCLUDING PIPING PLOVER, AMERICAN OYSTERCATCHERS, COMMON AND ROSEATE TERNS NEST HERE.

# OBJECTIVES

- GREETING GUESTS AT THE VISITORS CENTER AND AT THE REFUGE ENTRANCE, ADMINISTRATIVE TASKS, WILDLIFE HABITAT MANAGEMENT, TRAIL MAINTENANCE, HABITAT PROTECTION, SIGN CONSTRUCTION AND MAINTENANCE.
- ACT AS ADVOCATES FOR THE UNITED STATES FISH AND WILDLIFE SERVICE CONCERNING ISSUES THAT AFFECT THE REFUGE.

**EROSION IS A NATURAL, CYCLICAL PROCESS THAT HAS SHAPED AND RE-SHAPED CAPE COD FOR CENTURIES. WIND AND WAVES MOVE BEACHES AND ERODE DUNES AND BLUFFS, TRANSFORMING THE SCENE OVER DAYS, WEEKS AND YEARS.**





**Boosted by the effects of climate change — sea level rise, storm surge and flooding — erosion at Monomoy has accelerated, becoming intense and unpredictable. Unfortunately, this ever-growing issue has affected the friends of Monomoy in a major way; in 2024, they were forced to demolish their headquarters over safety concerns . Their new facility is based right in front of Sweet Tomatoes down in Chatham if you are ever interested in learning more about conservation.**

# PROCESS

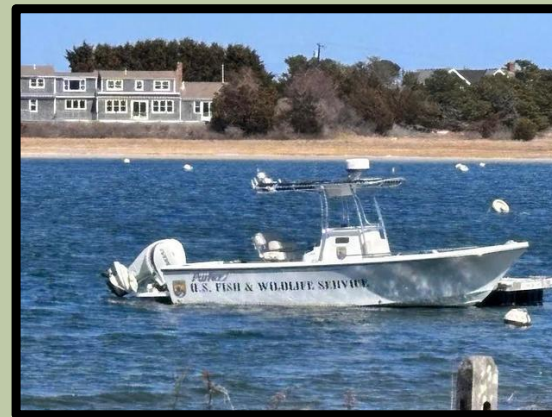
ON A TYPICAL DAY, WE SPEND AROUND 30 MINUTES AT THE HEADQUARTERS, FIGURING OUT WHAT WE WILL BE DOING FOR THE REMAINDER OF THE DAY, DEPENDING ON THE TASK AT HAND: BUILDING RAT TRAPS, PREPARING SIGNS, ETC. WE MIGHT NOT END UP HEADING OUT TO THE REFUGE UNTIL 12.

ONCE WE GET OUT TO THE REFUGE, WE CONDUCT A FIELD SURVEY, WHICH INVOLVES RECORDING AND MONITORING TYPICAL ENVIRONMENTAL READINGS SUCH AS PRECIPITATION, CLOUD COVERAGE, WIND SPEED, ETC.

RIGHT NOW, WE ARE ON THE LOOKOUT FOR PIPING PLOVERS, A COASTAL BIRD SPECIES THAT IS LISTED AS THREATENED ON THE CONSERVATION SCALE. WHILE THOSE ARE CURRENTLY OUR FOCUS, WE KEEP AN EYE OUT FOR ALL KINDS OF WILDLIFE AND RECORD IT.



# PHOTOS





**THANK YOU**



# Senior Year Internship

Neurologists  
of Cape Cod

Asher Porter



My internship was at the Trachsel Neuroscience Institute in the Neurologists of Cape Cod office. I was there a few days a week from late September to early March. My mentors were all of the medical assistants in the office, led by Andrea Fogarty.



During my internship I got to see all of the people and efforts that go into running a practice. On a normal day, my tasks included taking and recording patient vitals, cleaning rooms between uses, organizational tasks, giving patient reports to the provider, and assisting in office procedures. In completing these tasks, I learned about what goes into patient interactions and how to effectively communicate treatment plans, as well as how to correctly take vitals and how to record findings, which taught me some medical terminology. Through organizational tasks, I saw what equipment is used in a neurology setting and the process of taking inventory. I also got the opportunity to shadow the doctors and nurse practitioners while they treated patients. This allowed me to learn the details of what it is like to be a neurologist, as well as learning what the different conditions are that are treated.

## What I Learned

My favorite experience was assisting in office procedures. At Neurologists of Cape Cod, we perform EMG's, skin biopsies, botox injections, SPG blocks, and lumbar punctures. I learned about the purpose of each procedure and the process of performing them. We use skin biopsies, lumbar punctures, and EMG's for diagnostic purposes because they give us a more in depth understanding of what is happening in the body. We used skin biopsies to test for neuropathy, lumbar punctures to test for inflammatory diseases such as multiple sclerosis, as well as memory disorders like dementia, and EMG's to see the health of muscles and their connections to nerves. SPG blocks and botox injections are primarily used to treat migraines, but botox is also used to treat spasms. I also learned about the different medications prescribed to prevent neurological conditions such as seizures, migraines, and different neurodegenerative disorders.

## What I Learned

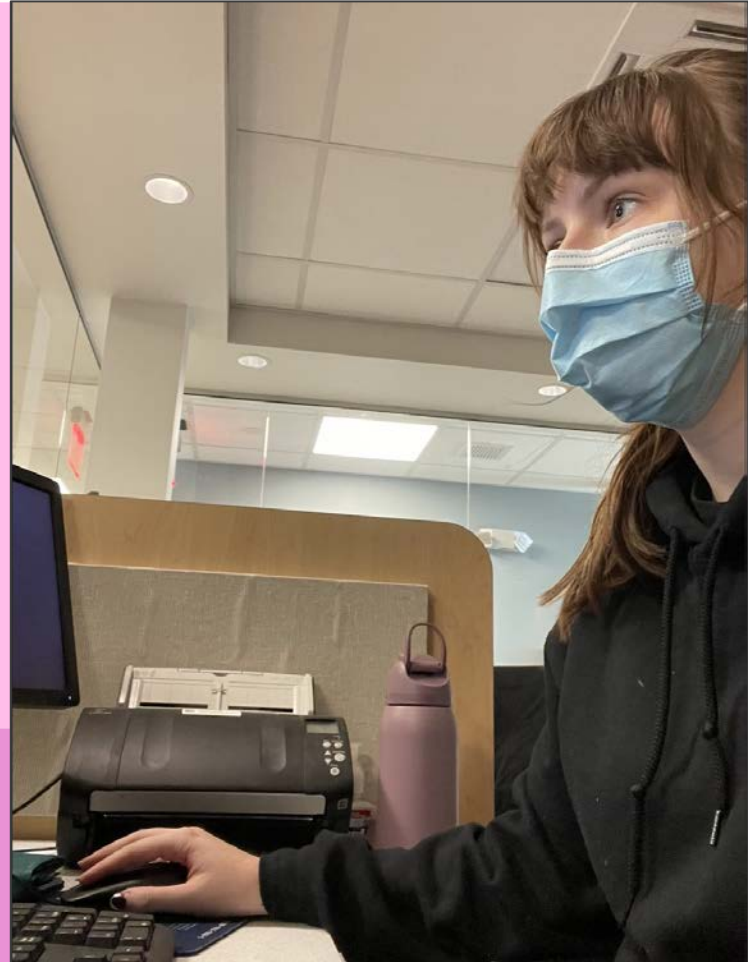
Through my internship at Neurologists of Cape Cod, I learned so many valuable skills that I will take with me through my education and career. I have gained hours of clinical experience, and I am so grateful that I was able to intern for this wonderful office.

## Reflection



Overall, I am happy with my performance at Neurologists of Cape Cod. I think I was attentive while learning, understanding with patients, and I feel that my relationships with the staff were very good. The staff were very encouraging and created a wonderful environment.

## My Performance



I believe that what made this experience “real” were the things I learned about my goals for the future. I knew going in to my internship that I wanted to go into medicine. While at my internship, I got real experience that taught me so much about what it takes to actually succeed in the medical field. I was given advice from my mentors that I will carry with me throughout my education and future career.

**What Made It “Real”**



Thank you,  
Neurologists  
of Cape Cod!



# **HARWICH POLICE: CAPSTONE PROJECT**

**Luke Raftery**

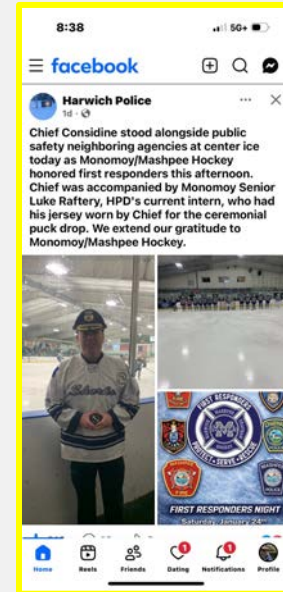


## ***Why I Chose HPD?***

- I admired the station throughout my whole life.
- I have a deep interest in Law Enforcement.
- I wanted to see behind the scenes of what the job entailed.
- I wanted to make sure this career path would be the right fit for me.
- I knew the internship was great from the previous intern.
- I thought it would be a great overall experience.

# The Department

- ❑ Everyone at the department was very welcoming, and made me feel like a new hire rather than just a high schooler. I had many opportunities to sit in with dispatchers, patrolmen, and even sergeants who all have different perspectives on the job and also different ways of doing things that make the department run efficiently.
- ❑ The building is very well laid-out and also is connected to the Harwich Fire Department, creating a very good community between the first responders.
- ❑ The community has access and a way of contacting officers through dispatch in the lobby.



# ***What I Learned***

## **Policing & Procedures**

Learned about behind-the-scenes work and the detailed paperwork that summarizes every call.

## **Traffic & Safety**

Trained to be proactive during stops for issues like expired stickers, speeding, and revoked insurance.

## **Shift Dynamics**

Explored day (8-4), evening (4-12), and midnight (12-8) shifts, gathering insights from officers on each.

## **Career & Compensation**

Discussed how overtime allows officers to maximize earnings, but with consideration of work-life balance.

## **Hiring & Academy**

Gained an overview of the hiring process, academy sponsorship, and subsequent field training.



# ***What I Learned***

## **Communication & De-escalation**

Importance of large-scale communication with dispatch and officers, and de-escalating stressful scenes.

## **Law & Procedure**

Studied law books with Officer Ridenour to understand the core responsibilities of a police officer.

## **Shift Readiness**

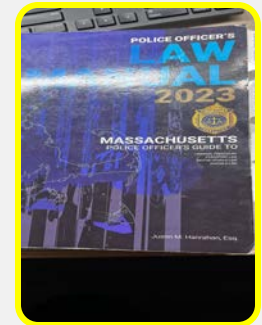
Learned shift-start protocols: checking cruiser lights, computer, and safety equipment.

## **Use of Force**

Understood the serious nature of the job, the danger involved, and protocols for the use of force.

## **Specialized Opportunities**

Explored internal paths: SRO, ATV, FTO, SWAT, and Animal Control Officer roles.



# Highlights



One really fun day for me was getting to go observe red dot training at the shooting range. It was cool to see the practice that goes into firing weapons and to observe it from that close range.



Another awesome day was when Sergeant Vermette and I went to Falmouth Academy to help roleplay for the current class in the academy. I was a juvenile and was trying to help them understand Miranda rights and the ability of questioning. I also received a tour of the facility. It was a very fun and informational day.



# Highlights



Taser day for the new hires, Jake and Sean, was super fun. After they finished the academy they had certain days for obtaining additional certifications. These are pictures of taser training. They had to learn about how to operate the taser in class then actually shoot the taser at a dummy and hit certain types and ranges of shots. At the end they opted to be tased.



# ***Reflection***

When I started my internship I thought I would like to work at the state level of law enforcement, but this changed fast after seeing the team environment at the Harwich Police Department. Getting to see the town in a new perspective and also the real effect that the officers have everyday in the community is something I will strive to achieve everyday in my law enforcement career.

HPD has great policies and taught me so much in my year of being there. I learned so much in such a short amount of time. All of my interactions at the station were so positive and engaging for me. Everyone was welcoming and really made me feel like I was a part of the station. Once I start my career in law enforcement, I am looking forward to coming back to Cape Cod. It would be a dream come true if I were able to work in Harwich after all they taught me and all the time they put in to my internship. My experience was truly special. Coming to the station on my internship days was a real highlight of my senior year. Getting to learn, see new things, and getting to know and talk to the officers were some of the best days. I am going to really miss learning valuable lessons and experiencing situations that will benefit me in my future career. I wanted to take this internship to make sure I could see myself in this career path, and this reassured that for me. I am fully confident that I will enjoy this career for the rest of my work days, and I am very excited to see what the future holds.

# ***THANK YOU, HPD!***

***I am so thankful for this opportunity and the internship.***

***And thank you to all the officers and dispatchers  
who took the time to make this experience amazing.***

# Brewster Veterinary Hospital



56 Underpass Road Brewster, MA, 02631

Holly Salisbury

# Why I Chose Brewster Vet

The reason I chose Brewster Vet is...

- I aspire to build a future in the veterinary field.
- I am interested in specializing in exotics (rodents, reptiles, etc).
- To get an early exposure to challenging situations, surgical procedures, and a busy work environment



Growing up, I had a black lab who had a permanent broken jaw and a chocolate lab who had constant ear hematomas. My family and I went all over the Cape looking for the right veterinarian. When we went to Brewster Vet for the first time, the staff got to know my dogs and ever since then we have not taken our pets anywhere else.



My whole life I have had animals. These include a few dogs and a number of rodents. I have noticed over the years that it can be hard to find a veterinarian that works with exotics (rodents, reptiles, etc). In the future, I hope to specialize in exotic vet care and to educate people on proper care and treatment.

# Work Environment

At Brewster Vet, the staff are very supportive, understanding, and encouraging, especially when teaching me clinical skills and helping me move forward in the veterinary field. What I like most about Brewster Vet is the compassion and dedication the staff show towards each and every patient. The team always provides a comforting space, while still prioritizing the patients' health. Here at Brewster Vet, the staff will get to know you and your pet, whether it is adding a chill protocol on nervous animals or getting lots of attention from the staff in the treatment room. Their dedication and compassion create a welcoming environment where owners and their pets feel cared for.

# My Role

My role at Brewster Vet varied from day to day, allowing me to experience many different aspects of a veterinary work environment. Some days I would mostly restock things like treats, gauze, needles, and syringes, while other days I would be more hands-on with helping restraining or walking animals. During quieter days, I had the opportunity to be able to observe dental surgeries. Almost everyday, I learned something new that I hope to apply to my future in the veterinary field.

# What I Learned

I learned so much more, but these are important skills.

- **Sanitation**
  - Viruses and diseases can be passed simply just from dog hair
  - Routine cleaning- After every patient it is required to sanitize everything that could have been used with a disinfectant.
- **Animal Restraint**
  - Properly restraining animals during vaccines and nail trims to prevent injury to themselves and the staff
  - How to tell when an animal is anxious and how to make the environment more welcoming for them
- **Clinical Veterinary Skills**
  - Drawing vaccines
  - Creating saline flushes
  - Spinning blood work

# Highlights

- Emotional Growth
  - Even though working with animals all day seems like it would be a lot of fun, there are times when an animal is not doing well. When having to work with these patients, it can tough, for not only the owner, but also for the veterinarian. In these situations, I have learned to think about what would be best for the animal. These times have helped me prepare for my work in the future.
- Experience in the Lab
  - Often when the lab was still upstairs, vet tech's would ask me to bring bloodwork up to the lab. Here I learned what the different machinery does and what certain diseases look like on a test.

# Highlights!



This is my guinea pig, Diamond, who experienced a painful swelling on one of her back feet in January. At first I tried home remedies such as soaking her feet in warm water, vitamin C, and switching her bedding to a softer fabric. When none of these worked, I brought her into the vet where I was able to experience how to examine a guinea pig and take blood work. Overall, this was a very helpful experience because it taught me not only how to treat Diamond's condition but also what to look for during examinations. Since Exotic Care is something I hope to go into, this was a good learning opportunity for me.

# Reflection and Thank You!

Overall, I have really enjoyed my time as an intern at Brewster Vet and have been able to obtain useful information that I will be able to use later in my career. This internship has helped teach me the importance of teamwork and responsibility. It has strengthened my interest in the veterinary field. I would like to thank both Monomoy and Brewster Veterinary Hospital for giving me the opportunity to get a head start towards my future career goals.





# Capstone Internship Presentation

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My Experience at Leighton Reality

Sebastian Sarabia



# About Leighton Realty

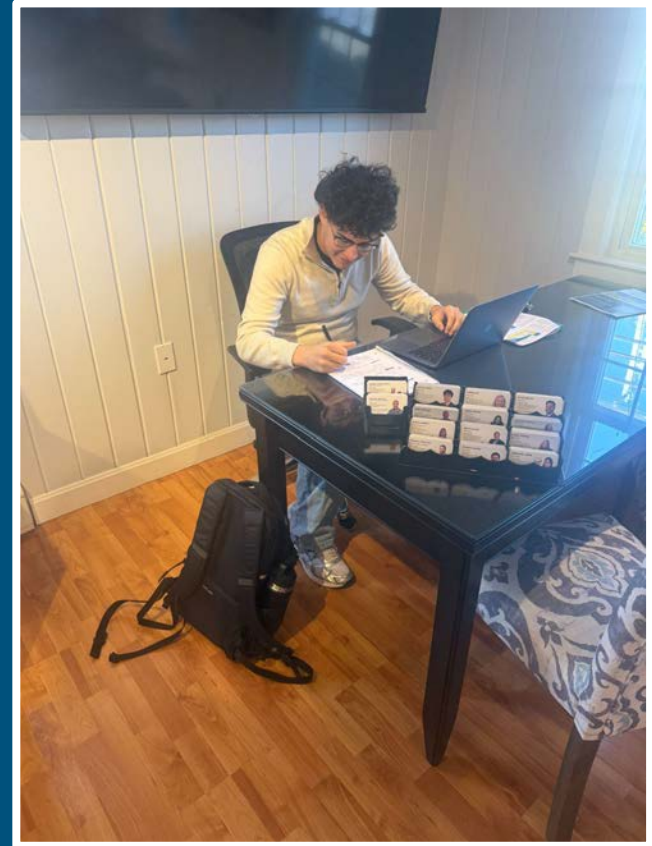
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## Leighton Realty (Brewster, Cape Cod)

- Leighton Realty is a real estate company located in Brewster on Cape Cod.
- They help people buy, sell, and rent homes.
- Much of their work is in the Ocean Edge community, which is a really popular place in Brewster.
- They are part of the Leighton Team at Keller Williams Realty.
- The company focuses on helping clients find the right home and making the process easier for them.
- They are known for their local knowledge of Cape Cod and strong relationships with clients.

# What I Learned!

- I learned how real estate agents communicate with clients by listening to phone calls.
- I observed how meetings work and how agents discuss properties and make decisions.
- I learned how important it is to be professional when speaking to clients.
- I saw how much organization and planning goes into real estate work.
- I helped with small tasks, which showed me how every role contributes to the team.
- I also learned what a typical day in real estate looks like.
- I learned how important the media and getting your name out there is, and how important trust is within the occupation.



# Reflections

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During my internship at Leighton Realty in Brewster, I learned how a real estate office works day to day. I watched how agents help clients buy and sell homes and saw how much communication and organization is needed. This experience helped me improve my communication skills and taught me the importance of being professional and responsible. Overall, it gave me a better understanding of what it is like to work in real estate.

## Key takeaways:

- Learned how a real estate office runs each day
- Saw how agents help clients buy and sell homes
- Improved my communication skills
- Became more organized
- Learned the importance of being professional and responsible
- Gained a better understanding of real estate careers



# Performance

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- I completed my tasks on time.
- I helped organize papers and office materials.
- I assisted with real estate listings and basic office work.
- I listened, learned, and asked questions when needed.
- I worked well with others in the office.
- I stayed positive and worked hard during my internship.

# My Growth as a Professional – Leighton Realty, Brewster

During my internship at Leighton Realty, I grew from being unfamiliar with the workplace to becoming more confident and responsible in a professional setting. At first, I needed guidance, but over time I learned how a real estate office runs and what is expected in a job environment. I improved my communication, organization, and time management skills, and became more comfortable working with others. By the end of the internship, I felt more independent and better prepared for future work experiences.

- Became more confident in a work environment
- Improved communication with coworkers
- Learned to stay organized and manage time
- Took more responsibility and showed initiative
- Gained a better understanding of professionalism
- Worked more independently by the end of the internship

# THANK YOU, LEIGHTON REALTY

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I would like to thank Diego Freitas and everyone at Leighton Realty for giving me the opportunity to complete my internship. I appreciate the time and support the team gave me, while teaching me about the real estate field and how a professional workplace operates. This experience helped me grow my skills and gain confidence, and I am grateful for everything I learned during my time there.

Thank you for taking a chance on me!

Sincerely,

Sebastian



# My Internship at LaTanzi, Spaulding & Landreth, LLP



Dominic Silvester

# Overview

- LaTanzi, Spaulding & Landreth (LSL) is a law firm in Orleans, MA established in 1969.
- LSL has a diverse group of experienced attorneys, with expertise across numerous legal sectors.
- Sectors include Estate Planning, Real Estate, Land Use, Business & Commercial Real Estate, and Civil Litigation.
- Each attorney coordinates their practice in a single field of law.
- Attorneys will coordinate their expertise to deliver clients the full scope of the firms service, to ensure all legal needs are met.



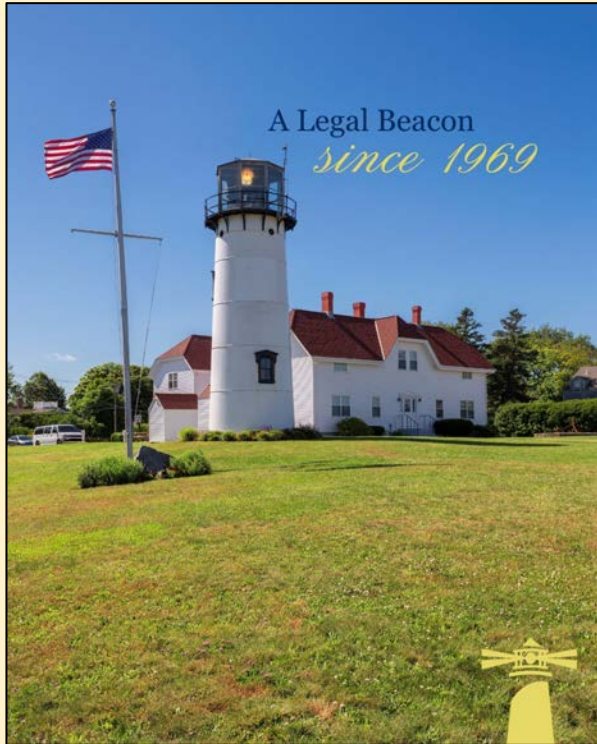


- Cape Cod's Best Law Firm (2025, 2024, 2023, 2022)
- Cape Cod's Best Law Firm Finalist (2021, 2020)
- Best Places to Work 1-100 employees (2025, 2024, 2023)

Attorneys Chris Ward, Brooks Thayer, and Melanie O'Keefe, have all received awards for their excellence in their respected practices.



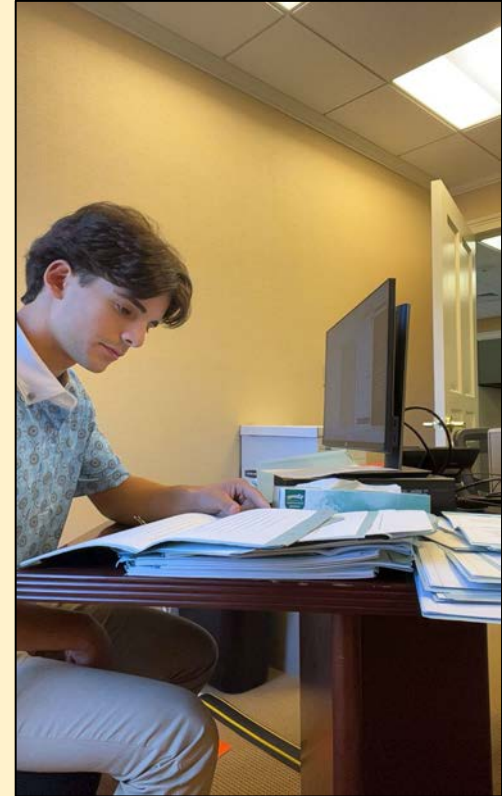
# Why I Chose LSL



- I am interested in estate planning law and was looking to intern with the best of the best.
- I had heard only great things from the previous interns.
- I wanted to learn more about the legal system and how firms operate.
- I wanted to see if a career in law is the right path for me.

# My Tasks

- For the majority of the year, my task was to use Microsoft Excel to catalog original and duplicate documents from the vault.
  - From October 1st to mid-March, I cataloged over 1700 documents, from hundreds of different clients.
- 
- From mid-March to the end of my internship, I have been going through closed files, and making sure all documents have been scanned and uploaded into a digital document management platform called iManage.



# What I Learned



- I have become familiar with various estate planning documents, including trusts, powers of attorney, health care proxies, and other similar documents.
- I have observed how attorneys interact with their clients, which helped me learn how crucial it is that your clients **trust** you as their attorney.
- I observed attorneys interacting with their paralegals, giving me an insight on what goes on “behind the scenes” at a law firm every day.
- I learned that in order to be a successful estate attorney, you must be a quick thinker, a good problem solver with a deep understanding of estate and tax law, as well as to be able to build trustworthy relationships with clients.

## Reflection/What Made it “Real”

Reflecting back on my time at LSL, I am so happy I ended up there, and would highly recommend it to future interns with interest in law. All of the attorneys, paralegals, and administrators were kind, welcoming, and personable, which made me feel comfortable and appreciated from my first day to my last.

I am grateful to be able to say that every day, I looked forward to going to my internship, because I was excited to be a part of something real. Getting out of the classroom and into the real world helped me build character, experience, and a stronger sense of purpose.

Thank you!

To my mentor, Joan, thank you for giving me the opportunity to be a part of the LSL family! I thoroughly enjoyed my time here and will remember and cherish it for the rest of my life.

To Ms. Armstrong, thank you for recommending LSL; you knew immediately that it was the place for me, and you were right! Not many high schoolers get to say they interned at a law firm, and I am so lucky and grateful to be a part of the small few who do.

# Capstone Project

Brewster Police Department

Natalie Sims

# What I Did

I interned at the Brewer Police department for the entirety of the school year. While there I was tasked with answering the town's reassurance list for elderly citizens. In addition to phone calls, I would go on ride-alongs with different patrol officers daily. At certain points throughout the year, I was able to participate in SWAT, gun, and taser training.



# What I Learned



I learned first hand how a small town police station operates. On the ride-alongs, I was able to see how officers handle different situations and how they interact with the community in an appropriate and respectful manner. I learned what goes on behind the scene of 911 calls and local calls. I was also able to see how the officers train and prepare for emergency situations.

# Why I Chose This Internship

I chose this internship because I have always been interested in law enforcement, specifically criminal justice. As a graduating senior, I have been unsure of what career path I truly want to pursue, however this internship seemed like a great way to get a deeper perspective on what a career in law enforcement would look like. I have known people in the past who have interned with other police departments and their experiences have been nothing but great, so I wanted a chance to experience this internship for myself



# Performance

Overall, I would say I was consistent with my performance at this internship. Being tasked with answering the phone, I had to learn how to properly communicate with others in an appropriate manner. I would also say I was very observant and responsive during the ride-alongs and asked questions to reinforce and expand my learning.



# Highlights

## Taser Training

I was able to learn and actually fire the newest model of tasers.



## Flying the Drones

There were several different drones I was able to fly. Each had different abilities.



## Searching the Punkhorn Parklands

A patrol officer and I drove off-road to find a stolen vehicle.



# Professional Perspective

This internship gave me a much more in depth perspective on what a professional career might look like on a local level. Although I was not tasked with anything that held a serious weight, I was able to see how much responsibility and the high intensity levels of the job of a police officer, whether that be a sergeant, dispatchers, or patrol officers.

I would like to give a big thank you to the entire staff at the Brewster Police Department. Everyone there gave me a unique perspective from which I benefited greatly.

I especially would like to thank Lieutenant O'Leary who organized my internship and set up a diverse schedule for me to follow. I had an amazing time at this internship and cannot thank everyone enough!!!



# Outermost Harbor Marine Senior Internship

Gavin Varley

# About Outermost Harbor Marine

- Features both a marina and repair/maintenance shop with one offsite storage yard all in Chatham, MA
- Performs yearly maintenance such as winterization and spring commissions
- Performs repairs
- Very customer-oriented



# My Role

My role as an intern has changed significantly over the course of the year. At first I was in more of an observation position. Then once the demand for winterizations increased they started to assign me boats to winterize under supervision. During the winter months is when all the big maintenance and upgrade projects take place, so my role switched once again to a helper position. At this point in the year, I am helping the yard manager with tasks and also helping the shop foreman with his bigger projects. I really go wherever they need a hand.



Pictured is a before and after of a boat we put outriggers back on after winter storage.



# What I Learned

Over the year I learned quite a bit. At the beginning, I was getting more comfortable performing maintenance tasks and as the year progressed, I really started to learn how some of the bigger projects, such as how repowers are done. At this point in the year, helping both the yard and the mechanic crews gives me a greater understanding of how both teams work together to be as efficient as possible.



This boat had an engine repower, a new paint job, some structural work and a new dash design.

# Highlights

Some of my highlights included:

- Winterizing boats
- Helping with repowers
- Helping install new electronics
- Learning how the operation runs smoothly



## What Made It “Real”

What made this internship experience truly meaningful was the opportunity to build real connections with the employees at the company. Over time, we got to know one another, and they consistently made an effort to include me in their projects. They took the time to teach me, guide me, and involve me in the day-to-day work, which made the experience feel authentic and impactful.



This is one of the boats I helped to winterize, pictured it is getting ready for spring commission.

# Thank You!

I would like to thank both Devin and Harrison Khan for providing me this opportunity. I would also like to thank Todd and Tyler for mentoring me and the rest of the crew for all the help and time they have given me over this year.

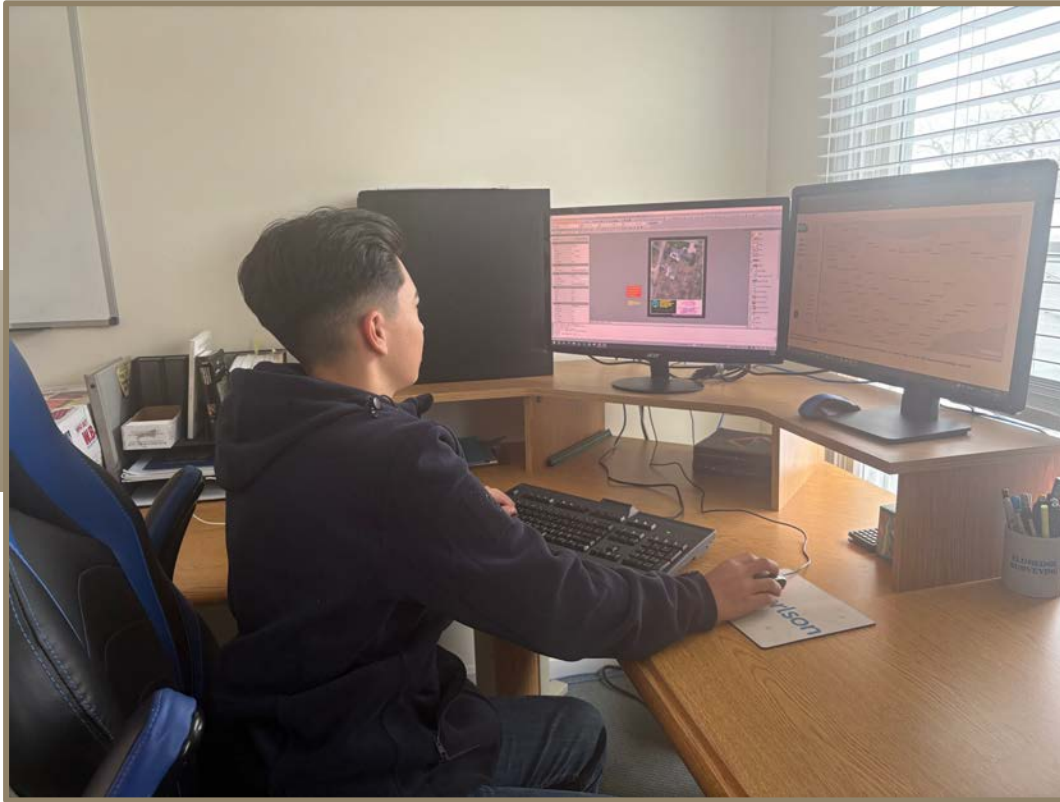


# East-SouthEast LLC

Joseph Ventura

1038 Main Street, Chatham, MA 02633

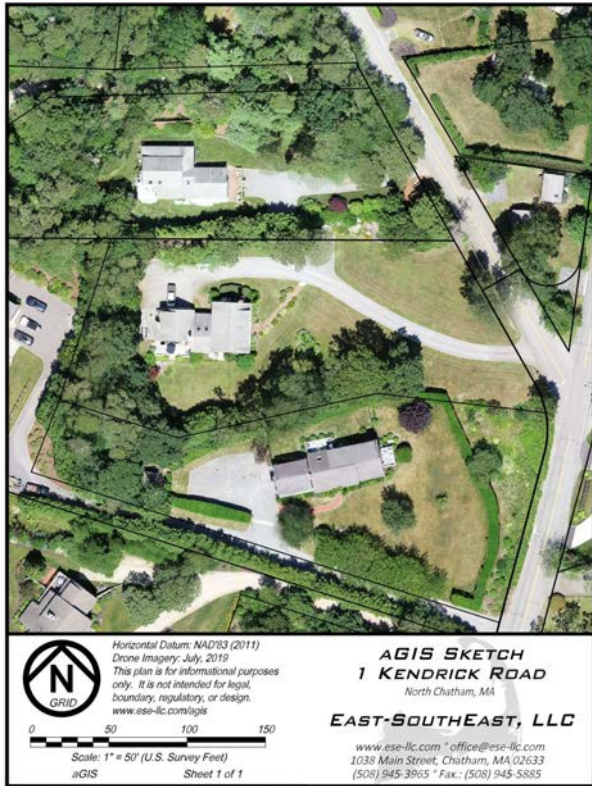




Located right on Main Street, ESE specializes in land surveying, engineering, and mapping. It is one of six land surveyors located on Cape Cod, making the firm always busy!

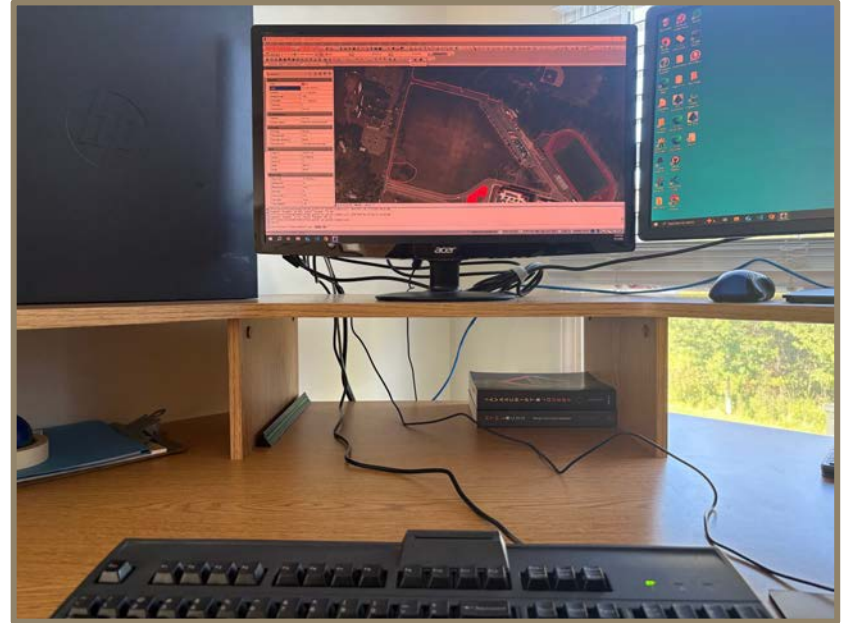
# Accomplishments:

- 100+ Hours of 2D CAD Software (Carlson Survey)
- Creating aGIS parcels of 250+ Chatham properties available for residents to purchase
- Navigating, storing, and properly organizing projects in files (File Explorer + ESE Website)
- Learning how and where to stake important drone ground control points
- Conditioning my time management skills and learning to find shortcuts within programs while maintaining deliverables



# Reflections

During my internship, I was fortunate to have my own desk, where I could focus on doing individual work, like creating aGIS maps and practice digitizing properties. When the weather was nice, I would assist Thadd Eldredge in the field, staking property lines and measuring points needed for future construction projects.



# Performance

As a student intern, I believe that my performance at East-SouthEast was overall efficient and consistent. I made sure to stay on task and continue to work on what I was supposed to, and I was never afraid to ask my coworkers for help. I was able to adapt to my environment and work cohesively with different softwares, something I would not have been able to do prior to this internship. One aspect that I am personally proud of was that I was able to set my own standards higher and higher as my time here progressed.



# What Made My Internship “real”

- I was able to work hands-on with computers, and I had full access to the programs so I was not limited to any portion.
- I visited numerous job sites, such as properties near Chatham Bars Inn.
- I talked daily with my coworkers about life outside of my internship, whether it was related to college or what was new with our lives.



# Highlights

- Seeing the drone fly and do its route of gathering pictures
- Nailing and painting drone ground control points around Main Street and storing the points to later stitch drone photos together
- Visiting Morris Island to gather flood plain measurements



## Drone Flight Footage



**THANK YOU**  
**THADD AND MARIJA**  
**ELDREDGE**  
**AND CINDI PENNY**

# My Solis Internship!

Phoebe Watkins

# What is Solis?

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Solis is a coastal lifestyle boutique. They curate a collection of products inspired by what it is like to live in a small beach town. You can shop there for gifts or even for yourself. Their goal is to make everyone who comes in feel confident and beautiful. They have many different clothes, home goods, and accessories from a variety of brands.

# What I Learned!

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I have learned the ins and outs of retail and useful things for working in shops or for everyday life! I started to learn how to use the register. It was extremely hard to understand. I am still not the most confident with it, but I am getting there. Another thing I learned is how much preparation there is for each season. There is so much that goes into getting ready for the next big season or holiday. The most important thing I learned is how crucial it is to be organized. If you get one thing wrong, you might have to restart from the very beginning.



# What I Did!

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- I helped steam clothing.
- I helped decorate the store during all of the holidays.
- I tagged clothing and other items.
- I got to try on a bunch of clothing to post on their Instagram.
- I also let people into the dressing rooms, and I made sure their needs were met.
- I also got to use the register. It was very tricky, but I am improving.

# Reflection

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I would not say I had a life-changing moment, but definitely many eye-opening ones. Every single time I went into Solis I learned something new and had a great time. I did get a sense of how the real world works outside of school, including how much organizing, passion, and patience goes into running a business.



# Thank you, Solis staff!

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I want to say a huge thank you to the entire staff at Solis. You are the kindest people ever. You are also the most creative human beings I have ever met. The creative ideas you come up with are AMAZING! Thank you for immediately making me feel welcome. I cannot wait to continue shopping at Solis. Thank you for being patient with me when I was learning new things. You are the best mentors. I appreciate you treating me not only as an intern, but also as a part of the Solis family. Thank you again for everything!