



COLLABORATIVE EDUCATION-FOCUSED VOLUNTEER INTERNSHIP AGREEMENT

Between: Union County Educational Commission, located at 45 Cardinal Drive, Westfield, New Jersey, 07090 and Union County Vocational- Technical Schools, located at 1776 Raritan Road, Scotch Plains, New Jersey 07076

Term of Agreement: From September 1, 2026 – June 30, 2027

1. Purpose of the Agreement

This Agreement establishes a collaborative partnership between UCESC and UCVTS to provide a non-paid, educational internship experience during the 2026-2027 school year. The internship is intended to support the Intern's learning, career exploration, and skill development.

2. Nature of the Internship

- The Intern is a volunteer and not an employee of UCESC.
- No wages, benefits, or employment rights are created by this Agreement.
- The internship is for educational purposes only.

3. Responsibilities of UCESC

- Provide supervision and a safe learning environment.
- Offer tasks aligned with the Intern's learning goals.
- Communicate concerns promptly to the Sending School.
- Provide orientation to expectations, procedures, and confidentiality rules.

4. Responsibilities of UCVTS

- Approve the student for participation.
- Support the Intern's learning objectives.
- Provide required documentation

5. Responsibilities of the Intern

- Follow all UCESC policies and procedures.
- Maintain confidentiality and professionalism.
- Attend scheduled internship hours:



6. Confidentiality

The Intern agrees to maintain confidentiality regarding student information, staff information, and school operations in accordance with FERPA and UCESC policies.

7. Termination

Any party may terminate this internship at any time with written notice. Reasons may include safety concerns, academic issues, or program changes.

Union County Vocational- Technical Schools

By: _____

Name: _____

Title: _____

Dated: _____

Union County Educational Services Commission

By: _____

Name: _____

Title: _____

Dated: _____