Maru-a-Pula Internship Program
Intern Roles and Responsibilities

**SHARED ACTIVITIES**
Collective responsibilities shared amongst interns.

- **US Scholar Mentoring (all interns)**
  - Mentor a group of 10 students who will be attending final year of high school at boarding school in the US and the UK. Assist with personal statements, college essays, resume building, mock college interviews, and overall application process. Each interned paired with 1-2 students to work with individually. Some mentoring done as larger group.
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- **Form 6 Discussions (all interns):** Lead a series of five "Discussions" for the Form 6 students (grade 12), walking them through: (1) applying to college in the US/UK; (2) transitioning to college; and (3) thinking about post-college options, and holding resume building and college interview workshops.

- **Boarding house duty (all interns):**
  - As part of MaP administrative staff responsibility, once a week on-duty in girls/boys boarding house (duties divided by sex), consists of checking in on students and enforcing lights-out for the younger students.
  - Opportunity to lead discussions and socially interact with boarders. For instance, Summer 2014 interns helped lead discussion with the girls boarding house about being a woman in Botswana, later helping two students organize a gender equality week, and led a co-ed discussion with them and 20+ other students about gender.

- **SAT Class (2 interns):** co-teach one week of SAT bootcamp and twice-weekly SAT classes in the evenings. Other interns may be asked to assist as necessary.

**INDIVIDUAL ACTIVITIES**
Examples of individual intern responsibilities, depending on each person's skills, knowledge and interest.

- **Individual Tutoring**
  - Math, for students who needed it, often with the boarding house girls
  - Science homework after school. Also spent time with four Form 1 (grade 7) students in the boarding house and helped them with planning/organization skills.
  - Tutored students in SAT Critical Reading/Writing, Math, college application essays, etc.

- **Teacher Assistant**
  - 2 math classes (Form 1 and Form 3, equivalent of Pre-Algebra and Algebra I).
  - General Science Form 1-3 (grades 7-9) courses (helped with labs, answered students' questions during independent work in class, co-taught about 2 lectures a week with the lead teacher).
- Form 2 (grade 8) Music courses (took attendance, graded work).
- Worked in Art classes for 7th-9th grade (~4-5 hours/week) and Tennis classes (~2 hours/week) for Advanced and Intermediate levels.
- Drama classes: taught the first 15-10 minutes (usually warm up/game) of form 1 and 2 drama classes (2-3 per day); taught first 15-20 minutes of form 4 drama classes, and 3 movement workshops. I also worked with them after school to choreograph a physical component to the Shakespeare scenes that were the practical portion of their exams.

- **Extra-curricular/SPE activities**
  - Nteta (a cappella group): assisted with rehearsals and concert day prep (mainly led warm-ups and gave suggestions during rehearsals).
  - Assisted with the journalism SPE, providing revision feedback to students for every article they wrote before they submitted their piece to the teacher in charge of the SPE.
  - Assisted with an SPE called Better Writing, teaching 2 lessons of my own on editing for length and concision.

- **Miscellaneous**
  - Odd jobs like accompanying students to Curves fitness center as an SPE.
  - Not officially a duty at MaP, but interns will, often with a teacher at MaP, help students at Nalemaggdi Secondary School (a nearby government school) to with their Saturday school classes (i.e. Trigonometry).