**TEMPLATE FOR INTERNSHIP PROPOSAL**

***Note:*** Certain internship activities address multiple standard elements *(See examples in the Internship Guide: Description of the ELCC Standards, Possible Internship Activities, Tasks and Documentation).*  An intern shall submit a minimum of 20 separate internship activities covering the entire range of the 25 standard elements over the six ELCC standards as described below for BOTH building and district leader. In developing proposed leadership activities, interns should plan strategically to ensure that many of the leadership activities included in the proposed plan have both a building and district level orientation since each intern will be evaluated at the end of the internship on both building level and district level internship experiences within each of the ELCC Leadership standards and elements. **If it is necessary to change or substantially amend an internship leadership activity, notify your college supervisor and put the amended intern leadership activity in writing to your supervisor for his/her approval.**

**Internship Leadership Activities Linked to**

**ELCC Leadership Standards**

***THE COLLEGE OF SAINT ROSE***

***EDUCATIONAL LEADERSHIP PROGRAM***

***STANDARDS, ELEMENTS, LEADERSHIP ACTIVITIES, TASKS, AND DOCUMENTATION***

***Submitted By:***

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Intern***

**ELCC Standard 1 (1.1-1.4)** *(Provide Building and District Leader for Each)*

|  |  |  |  |
| --- | --- | --- | --- |
| ***ELCC Standard Element*** | ***Leadership Activity*** | ***Tasks*** | ***Documentation*** |
| **ELCC Standard Element 1.1:**  |  | 1.1.1 1.1.2 1.1.3 | . |
| **ELCC Standard Element 1.2:** |  | 1.2.1 1.2.2 1.2.3  |  |
| **ELCC Standard Element 1.3:**  |  | 1.3.1 1.3.2 1.3.3  |  |
| **ELCC Standard Element 1.4:**  |  | 1.4.1 1.4.21.4.3 |  |

**ELCC Standard 2 (2.1-2.4)** *(Provide Building and District Leader for Each)*

|  |  |  |  |
| --- | --- | --- | --- |
| ***ELCC Standard Element*** | ***Leadership Activity*** | ***Tasks*** | ***Documentation*** |
| **ELCC Standard Element 2.1:**  |  | 2.1.1 2.1.2 2.1.3 | . |
| **ELCC Standard Element 2.2:** |  | 2.2.1 2.2.2 2.2.3  |  |
| **ELCC Standard Element 2.3:**  |  | 2.3.1 2.3.2 2.3.3  |  |
| **ELCC Standard Element 2.4:**  |  | 2.4.1 2.4.22.4.3  |  |

**ELCC Standard 3 (3.1-3.5)** *(Provide Building and District Leader for Each)*

|  |  |  |  |
| --- | --- | --- | --- |
| ***ELCC Standard Element*** | ***Leadership Activity*** | ***Tasks*** | ***Documentation*** |
| **ELCC Standard Element 3.1:**  |  | 3.1.1 3.1.2 3.1.3 | . |
| **ELCC Standard Element 3.2:** |  | 3.2.1 3.2.2 3.2.3  |  |
| **ELCC Standard Element 3.3:**  |  | 3.3.1 3.3.2 3.3.3  |  |
| **ELCC Standard Element 3.4:**  |  | 3.4.1 3.4.23.4.3  |  |
| **ELCC Standard Element 3.5:**  |  | 3.5.1 3.5.23.5.3  |  |

**ELCC Standard 4 (4.1-4.4)** *(Provide Building and District Leader for Each)*

|  |  |  |  |
| --- | --- | --- | --- |
| ***ELCC Standard Element*** | ***Leadership Activity*** | ***Tasks*** | ***Documentation*** |
| **ELCC Standard Element 4.1:**  |  | 4.1.1 4.1.2 4.1.3 | . |
| **ELCC Standard Element 4.2:** |  | 4.2.1 4.2.2 4.2.3  |  |
| **ELCC Standard Element 4.3:**  |  | 4.3.1 4.3.2 4.3.3  |  |
| **ELCC Standard Element 4.4:**  |  | 4.4.1 4.4.24.4.3  |  |

**ELCC Standard 5 (5.1-5.5)** *(Provide Building and District Leader for Each)*

|  |  |  |  |
| --- | --- | --- | --- |
| ***ELCC Standard Element*** | ***Leadership Activity*** | ***Tasks*** | ***Documentation*** |
| **ELCC Standard Element 5.1:**  |  | 5.1.1 5.1.2 5.1.3 | . |
| **ELCC Standard Element 5.2:** |  | 5.2.1 5.2.2 5.2.3  |  |
| **ELCC Standard Element 5.3:**  |  | 5.3.1 5.3.2 5.3.3  |  |
| **ELCC Standard Element 5.4:**  |  | 5.4.1 5.4.25.4.3  |  |
| **ELCC Standard Element 5.5:**  |  | 5.5.1 5.5.25.5.3  |  |

**ELCC Standard 6 (6.1-6.3)** *(Provide Building and District Leader for Each)*

|  |  |  |  |
| --- | --- | --- | --- |
| ***ELCC Standard Element*** | ***Leadership Activity*** | ***Tasks*** | ***Documentation*** |
| **ELCC Standard Element 6.1:**  |  | 6.1.1 6.1.2 6.1.3 | . |
| **ELCC Standard Element 6.2:** |  | 6.2.1 6.2.2 6.2.3  |  |
| **ELCC Standard Element 6.3:**  |  | 6.3.1 6.3.2 6.3.3  |  |

**Note:** If it is necessary to change or substantially amend an internship leadership activity, notify your college supervisor and put the amended intern leadership activity in writing to your supervisor for his/her approval.

**ELCC Standards & Standard Elements for Proposal Development**

*Note: Below are listed the ELCC Building Level leadership Standards and Elements. The building and district level standards are virtually interchangeable. The building leader leadership standards may also apply to district level leadership by inserting the word “district” where the word “school” applies.*

**ELCC Standard 1:** A building-level education leader applies knowledge that promotes the success of every student by collaboratively facilitating the development, articulation, implementation, and stewardship of a shared school vision of learning through the collection and use of data to identify school goals, assess organizational effectiveness, and implement school plans to achieve school goals; promotion of continual and sustainable school improvement; and evaluation of school progress and revision of school plans supported by school-based stakeholders.

**ELCC Standard Element 1.1**: Candidates understand and can collaboratively develop, articulate, implement, and steward a shared vision of learning for a school.

**ELCC Standard Element 1.2:** Candidates understand and can collect and use data to identify school goals, assess organizational effectiveness, and implement plans to achieve school goals.

**ELCC Standard Element 1.3:** Candidates understand and can promote continual and sustainable school improvement.

**ELCC Standard Element 1.4:** Candidates understand and can evaluate school progress and revise school plans supported by school stakeholders

**ELCC Standard 2:** A building-level education leader applies knowledge that promotes the success of every student by sustaining a school culture and instructional program conducive to student learning through collaboration, trust, and a personalized learning environment with high expectations for students; creating and evaluating a comprehensive, rigorous and coherent curricular and instructional school program; developing and supervising the instructional and leadership capacity of school staff; and promoting the most effective and appropriate technologies to support teaching and learning within a school environment.