London Sample Internship List – Education & Training

INDUSTRY DESCRIPTION:

Placements in Education for Training are available in a range of different areas and age groups. CAPA work with schools, special education schools and training providers to offer a diverse range of placement opportunities and applicants should specify in their application if there is particular age group or area in which they are seeking an internship. Applicants should demonstrate strong numeracy and literacy skills, excellent communication and interpersonal skills and be comfortable working with both children and adults in an educational environment. They should include details of any relevant coursework and previous work experience in their application materials.

Examples of Past Placements: (Please note that the following sites are a brief cross-section of current CAPA internship host sites and should not be considered as a guarantied location for your placement. All internship & service learning placements will be dependent upon each individual applicant's application documents, prior experiences, demonstrated skills and their aspirations and goals.)

Ben Jonson	Ben Jonson is a three-form entry Community Primary School located in the heart of the Ocean Estate and bordering on the edge of Mile End Park and Regent's Canal. The modern building has recently been extended with a new wing to offer even more superb facilities and specialist areas to support the children's learning.
Chelsea Academy	Sponsored by the London Diocesan Board for Schools and Royal Borough of Kensington and Chelsea, Chelsea Academy is a mixed Church of England school for students aged between 11 and 19 years, close to Chelsea's famous King's Road. The Academy's first specialism is the Sciences. It opened in September 2009, has places for 162 students per year group and will grow each year until 2014.
Chelsea & Westminster Hospital School	Chelsea Community Hospital School aims to ensure that children and young people have their rights to education preserved whilst in hospital. We provide access to the National Curriculum, taking into consideration each student's individual needs, and through this, develop the whole pupil, spiritually, socially and intellectually.

Civil Service College	Civil Service College is a training provider that specialises in governance, government and public administration. Their tutors are former civil servants that have extensive experience as practitioners and teaching experience at the former National School of Government. Their programmes accommodate development needs of organisations in the private sector, third sector and on international level. The college offers a wide range of training, ranging from policy-making to personal development such as writing skills.
Hornsey School for Girls	Hornsey School for Girls is a Leading Edge Partnership school which, as a High Performing Specialist School, has a specialism in Performing Arts. They are the only girls' Community school in the London Borough of Haringey and are a truly inclusive school, priding themselves on educating 1300 girls from across the world who, between them, speak more than sixty different languages.
Kenbury Under 16 Education Department	Kenbury under 16 Education Department offers support to vulnerable young children with either learning or behavioural difficulties in the U16 Education Unit and also offers support to their families.
St Charles' RC Primary School	St Charles is a co-educational Roman Catholic Primary School based in Kensington & Chelsea. Culturally diverse, its 300 plus students represent over 31 nationalities. It has received a Department of Education and Skills Achievement Award and holds Beacon Status (awarded only to the top performing schools in the country).
Snowflake School	Snowflake is an independent school (not for profit charity) that opened in Sept 2008, providing high quality education for children with Autistic Spectrum Disorders (ASD). Snowflake provides intensive intervention based on the principles of Applied Behaviour Analysis including Skinners analysis of Verbal Behaviour and delivered in a safe, happy and stimulatimg environment. Each child's programme is individually designed and integrated with the National Curriculum.
The Institute	The Institute, located in London, is widely recognised as one of Europe's leading schools of modern music. The Institute's reputation has been built on providing world class education and training using the very best teachers and state-of-the-art facilities. Internship opportunities vary and have included working in Marketing, Events and Industry Liaison.

POTENTIAL PROJECT OPPORTUNITIES:

Project opportunities will be dependent upon the current needs within the organisation and the demonstrated skills and abilities shown by each intern. It is imperative to remember that project opportunities will develop over time and throughout internship placements. Projects may include but are not limited to:

Marketing Campaigns – Market Research & Data Analysis – Sales/Marketing Presentations – Production of Editorial Copy – Operational Management - Website Development – Business Development – Events Support – Creation of Promotional Materials – Social Media Development - Office Administration – Media Production

TRANSFERABLE SKILL SETS:

It is essential to maximise every opportunity within the internship placements. If tasks and duties are approached in a professional manner, interns can take away additions skills and abilities that will be of benefit to their personal and professional development. Transferable skills sets include but are not limited to:

Strong Interpersonal Skills - Good Oral & Written Communication Skills - Numeracy & Analytical Ability – Influencing & Negotiation - Teamwork – Organisation - Business & Commercial Acumen – Research – Presentation – Networking – Customer Service – Accuracy & Attention to Detail