



**CORNELL  
COOPERATIVE EXTENSION  
2011-2012**



**ALBANY COUNTY GOVERNMENT INTERN PROGRAM  
FOR HIGH SCHOOL STUDENTS  
(Information, requirements, and application enclosed)**

**WHAT IS THE ALBANY COUNTY HIGH SCHOOL INTERN PROGRAM?**

Juniors and seniors from high schools throughout the county meet with local government officials to discover first hand how government runs. Guest speakers, County Legislative meetings, seminars, and field trips during the school year provide further information. Students are also “matched” with a local official.



**WHO CAN PARTICIPATE?**

High school juniors and seniors who are residents of Albany County and attend a public, private or parochial school in the county are eligible to participate.

Only a limited number of students are selected for the program. An interest in government, motivation, and an ability to make the time commitments are important, but interns must also be able to carry the full school load in addition to the program.



**WHY WORK WITH LOCAL GOVERNMENT?**

County government is the level of government that most touches our lives. It provides services that we can see every day. Schools focus

on teaching students about state and federal government, yet the local level of government is closest to all of us. An understanding of local government produces future citizens better able to cope with the issues and concerns that arise in our communities.

**WHY STUDY LOCAL GOVERNMENT?**

- Learn how county government is organized.
- Learn about the roles and responsibilities of elected officials.
- Learn what services county government offers.
- Learn how an informed citizen can become involved in community issues.

**WHAT ARE THE STUDENT RESPONSIBILITIES?**

- Complete required application paperwork, including signatures from parents and school liaison.
- Obtain release time from your school to attend monthly seminars and field trips to various county facilities during the day.
- Attend monthly evening meetings of the county legislature in Albany.
- Select a subject with the help of your legislator/ sponsor and complete an independent study project on some aspect of county government that interests you.

**WHAT ARE THE BENEFITS?**

- Meet public officials.
- Gain an insight into workings of government.
- Tour county facilities: jail, airport, court house, hall of records and lots more!
- Explore careers - law, politics, planning, social services, public safety and criminal justice.
- Earn half an academic credit.
- Earn recommendations for college admission.



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## INTERN REQUIREMENTS

1. Students must be a junior or senior in high school.
2. Students must have permission from their school to participate.
3. Students must report on a regular basis to their school contact.
4. Students must have parental permission to participate in the program.
5. Students are only allowed a minimum number of excused absences from the program.
6. Students must complete an independent project.

## INTERN RESPONSIBILITIES

1. Obtain release time from school to attend seminars and field trips.
2. Attend monthly meetings of the county legislature and occasional committee meetings, which the sponsoring official attends.
3. Keep a journal and record personal opinions and intern experiences.
4. Complete an independent project. Consult with your legislator about choosing a subject. Get final approval for the project from the intern coordinator.
5. Talk with your teacher-liaison at your school and plan a way to share your experiences with other students.
6. Learn the legislative process. Get firsthand experience in practical as well as theoretical politics. First rule is to keep confidential any information you obtain in private.
7. Provide assistance to officials to compensate them for their time with you.
8. Be reliable and punctual.
9. Arrange for transportation to all meetings. Meetings will be canceled in bad weather when Albany City Schools are closed.
10. Contact Nancy Lerner at 765-3521 or email [NKL1@cornell.edu](mailto:NKL1@cornell.edu) or contact Lisa Cox at 765-3512 or email [lkc29@cornell.edu](mailto:lkc29@cornell.edu).

**Students must meet the requirements and adhere to the intern responsibilities in order to successfully complete and receive credit for the government intern program.**

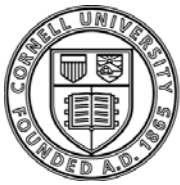


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Albany County

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Cornell Cooperative Extension Albany County provides equal program and employment opportunities.

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### 2011-2012 Student Application

Name \_\_\_\_\_ Age \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Email \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

Why do you want to participate in the "Government Intern Program"? \_\_\_\_\_

**This program requires a time commitment. Are you available for:**

One to two meetings a month during the school day \_\_\_\_\_

One evening meeting of the County Legislature (Second Monday of every month) \_\_\_\_\_

Will you be able to obtain release time from school to attend meetings? \_\_\_\_\_

Requirements include keeping a journal of your experiences and completing an independent study project.

Can you work independently? \_\_\_\_\_

Do you have a job? \_\_\_\_\_ Where? \_\_\_\_\_

**List school and community activities:**

Clubs \_\_\_\_\_

Sports \_\_\_\_\_

Awards \_\_\_\_\_

Other \_\_\_\_\_

Do you have transportation to meetings in downtown Albany and Voorheesville? \_\_\_\_\_

This program also offers an opportunity to explore careers.

What careers interest you? \_\_\_\_\_

Do you know who the County Legislator is in your district? yes \_\_\_\_ no \_\_\_\_

Who? \_\_\_\_\_ (over)

**PARENTAL CONSENT SECTION**—parents must complete and sign below.

Parent(s) Name: \_\_\_\_\_

Day Number: \_\_\_\_\_ Emergency Number: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHOOL LIAISON SECTION**

School liaison name \_\_\_\_\_ Title \_\_\_\_\_

School Address \_\_\_\_\_

City/Town \_\_\_\_\_ Zip Code \_\_\_\_\_

School telephone number \_\_\_\_\_ Email \_\_\_\_\_

Signature of school liaison \_\_\_\_\_

**Will the student be receiving:**

Academic credit for this program? Yes \_\_\_\_ No \_\_\_\_

Participation in Government credit for this program? Yes \_\_\_\_ No \_\_\_\_

If yes to either of the above questions; when do you need to have a final grade for the program?

Month \_\_\_\_\_ Date \_\_\_\_\_

Will this student be able to obtain release time from school to attend programs? \_\_\_\_\_

Please feel free to include remarks about this student \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PUBLICITY RELEASE FORM**—parents must complete and sign below

I, the undersigned, hereby

A. Do consent and authorize, or

B. Do not consent and authorize,

**(Circle one of underlined statements above)**

The use or reproduction, by Cornell Cooperative Extension of Albany County, of any and all photographs, slides, films, digital images, sketches and any other audiovisual materials taken of my son/my daughter/my ward and/or me during any authorized Cooperative Extension event or activity for publicity, advertising, promotional printed material, educational activities, exhibits, exhibitions or any other use for the benefit of Cornell Cooperative Extension programs.

By not consenting or authorizing, I understand my involvement in Cooperative Extension programs is not jeopardized in any way.

If this release agreement is being signed for a child/ward I certify that I am the parent/guardian authorized to sign this release.

Name of child/ward: \_\_\_\_\_  
Print name

Name of parent/guardian: \_\_\_\_\_  
Print name

Signature: \_\_\_\_\_  
Parent or guardian

Cut the perforated area and return application only to:

**Nancy Lerner**

**Cornell Cooperative Extension of Albany County**

**PO Box 497, 24 Martin Road**

**Voorheesville, NY 12186**

**IF YOU HAVE ANY QUESTIONS, CONTACT NANCY AT [NKL1@cornell.edu](mailto:NKL1@cornell.edu) OR 765-3521.**

**DO NOT WRITE BELOW THIS LINE: (For the Government Intern Program Coordinator to complete)**

**LEGISLATOR** \_\_\_\_\_

**PHONE NUMBER** \_\_\_\_\_