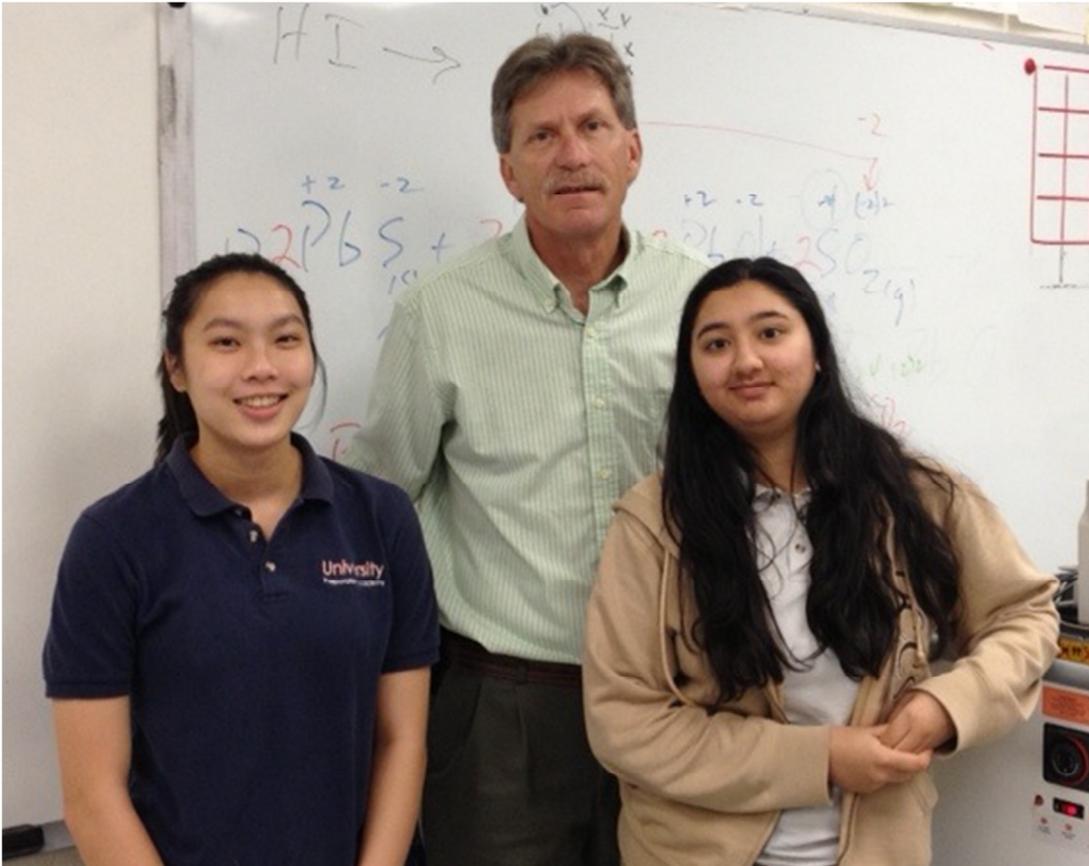


Hosting EnCorps Fellows

A guide for schools and nonprofits interested in partnering with EnCorps



v1.2

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Gain Free Academic Help from a STEM Professional?

Yes, really! Working with an EnCorps volunteer Fellow is complimentary. In fact, if you are a teacher who hosts an EnCorps Fellow in your classroom, you will receive a \$250 honorarium! Because our organization's mission is to help STEM professionals and military veterans explore and succeed in tutoring and/or a career in education, the EnCorps Fellow's experience with you is its own payment.

Even though EnCorps is not asking for financial compensation, we know that our services and our Fellow's time have value. For this reason, we select our partners with great care. We want to be sure that every school and nonprofit in which we place our Fellows will provide them with access to students, learning opportunities, will be responsive to their questions and will meet the few administrative requirements we have. Specifically, we request that you and your staff include the EnCorps Fellow in relevant meetings, make yourselves available to him or her to process their experience, participate in a short orientation meeting with one of EnCorps' Program Directors, observe and offer feedback to our Fellows and provide feedback to EnCorps in the form of a short survey. The small amount of energy you invest in an EnCorps Fellow will come back to you many fold in the form of targeted and personalized support for your students, and in some cases, a potential future hire!

This Partnership Guide that will help you, as a potential partner site for EnCorps Fellows, determine if EnCorps is a good fit for you, and if you have the capacity to partner with us.

About the EnCorps STEM Teachers Program

The [EnCorps STEM Teachers Program](#) is the only nonprofit organization in California (or the nation) that selects, trains, and supports STEM industry professionals and military veterans as they explore a career change into teaching. This work represents an innovative solution to both the crisis level shortage of teachers, and the STEM achievement gap that limits low income, under-resourced, and minority student opportunities. We believe that STEM professionals, when properly prepared, are uniquely positioned to meaningfully utilize their talent and real-world expertise to deliver an authentic, rigorous, and relevant STEM education to the students who need it most.

With the help of schools and programs like yours, STEM professionals can explore a deeper involvement or career transition into public education, as they share their passion, experience and expertise with younger generations. We are dedicated to increasing the number of high quality science and math teachers throughout California, and in step with their volunteer experience, we also provide comprehensive professional development and training opportunities for our Fellows. At this time support the San Francisco Bay Area, Sacramento, Los Angeles, Orange County and San Diego regions.



In participating in our program, EnCorps Fellows gain:

- Immediate access to working with high need students
- Mentorship from EnCorps staff and an experienced host teacher
- CSET exam support and credentialing guidance
- Scholarship opportunities for credentialing and professional development
- Access to networks and schools for full time teaching employment
- A robust slate of professional development webinars and in person institutes
- A cohort of peers who share ideas and best practices

Our Proven Program Model

EnCorps expects a minimum one school year commitment of volunteering from our Fellows.

Once screened and accepted to our STEM Teachers Program, Fellows formally begin their EnCorps experience in late June at our Summer Residential Institute (but may also opt for a January (mid-year) start if they join EnCorps in the fall). At SRI, Fellows are given a menu of placement options and rank their preferences for schools and organizations like yours based on the information you provide to EnCorps. Placement matches are made, an orientation meeting is scheduled for August or September, and EnCorps Fellows begin their volunteer service with placement partners at the beginning of each school year.

Fellows commit to a once per week engagement for at least one academic semester, with encouragement to continue the engagement for the entire school year. During that first academic semester, each Fellow chooses a track / career pathway for themselves. Their subsequent commitment of time and talent will be determined by the track they choose:

1. **CTE or Single Subject Credential Track:** Fellows who choose to pursue a career change to teach full-time will volunteer with an EnCorps Partner for one academic year, and either enter a credential program or begin teaching (CTE or intern credentials) in their second year.
2. **STEMx Tutor Track:** The STEMx (STEM Expert) Tutor Track enables Fellows to stay involved with education on an extended, volunteer basis. Fellows who choose this track do not change careers and teach full time, rather, they continue to volunteer to work with students alongside their current positions. EnCorps expects STEMx Tutors to volunteer for a minimum of two years, but are invited to stay on longer.



EnCorps' Pre-service Volunteer Experience

Pre-service volunteering is a low-risk, highly supported experience for our Fellows and their host sites. It provides our Fellows with time, data and experiences to shape their decision to pursue a career in the classroom and simultaneously provides you, the partner, with free expert help from a STEM professional.

Most teacher credential programs require that candidates log at least 45 hours of experience working with students in educational settings. The EnCorps pre-service volunteer experience is designed to surpass this entrance requirement for admission to a credentialing program.

Three Tiers of Volunteer Service

Our volunteer options fall into one of three tiers. You will be asked to identify which (one or more) of these tiers you will offer EnCorps Fellows at your site:

1. **Tutoring.** A volunteer tutoring placement with one of EnCorps' partner programs is the usual entry point for Fellows. Tutoring occurs in after-school settings or during designated tutorial times when class is not in session. In Tutoring, Fellows work with individual students or small groups of students, usually on homework support or skill / content remediation.
2. **Guest Teaching.** In Guest Teaching, a Fellow is paired with a Host Teacher, and spends at least two class periods each week in that teacher's classroom during the school day observing, working with individuals and small groups of students, and eventually designing and delivering parts of and whole lessons to the class. This structured semester or year-long program is modeled after traditional student teaching experiences and provides an opportunity for Fellows to gain valuable classroom experience and to make connections with schools that may eventually be looking to hire STEM teachers. Fellows have assignments they can complete via Google Doc that EnCorps staff monitors.
3. **Curriculum-Based Teaching.** This is the most intensive tier of volunteer placement. In curriculum-based teaching, Fellows are not shadowing or working under anyone else; instead, they have the opportunity to teach their own classes using a curriculum they design or are given. Fellows will have support from partner program staff and EnCorps staff, and in some cases will co-teach. This is most common in after school programs, or special non-credit electives or clubs in certain schools. Curriculum-based teaching happens once per week or once every other week, and can often occur alongside other Fellow volunteer placements.

Placement

EnCorps Fellows are given placement options at our Summer Residential Institute in June, where they rank their preferred placement choices. Preference is usually due to geography, grade/age level, subject matter, and days/times available for volunteering. EnCorps Directors



thoughtfully place Fellows in partner schools or community-based organizations for volunteer service based on their ranked preferences. Fellows will almost always be placed in one of their top three preferred sites.

Typically, Fellows with no previous teaching, tutoring, coaching, or youth work experience will begin as Tutors, and those who are interested in advancing will become Guest Teachers in the second semester. Fellows who are more serious and committed to a career change may begin as Guest Teachers. It is rare for an EnCorps Fellow to start with Curriculum-Based Teaching.