

BELLEVUE BIG PICTURE SCHOOL

Learning Through Interests (LTI) Internship Program

LTI MENTOR QUICK FACTS

Internships are:

- 10-12 week placements; may go all year
- 7 hours long on consecutive Thursdays
- Scheduled during the school day

Student interns will:

- Provide own transportation
- Work on projects that contribute to worksite and connect to interests & learning goals
- Communicate regularly with Mentor & Advisor
- Dress appropriately and behave professionally at all times
- Notify Mentor & school immediately when not able to attend internship

Mentor's role is to:

- Act as the intern's advocate & host at worksite
- Help brainstorm and develop a meaningful project
- Call school if intern is absent (Attendance No.: 425-456-7808)
- Sign and verify attendance each Thursday
- Attend two exhibitions throughout the school year, if available
- Contact Advisor if issues or questions arise

Big Picture School role:

- Advisor will visit worksite periodically to check-in and help develop the internship project
- LTI Coordinator will visit worksite for a safety review and coordinate Hold Harmless Agreement & background clearance paperwork

