

I am happy to serve as the faculty supervisor for (student name) for the 4-credit Fall 2023 internship with (company/organization/agency), a sustainable apparel company (student name) is helping to develop. This internship will be supervised by the co-founder (name).

(student name) will keep weekly journal entries, which will culminate in a reflective paper that addresses initial expectations, actual experiences, and connections to (student pronoun) Skidmore education. In addition, (student name) will write two 6–8-page research paper that will help guide the development of this sustainability-focused company. The first one, submitted halfway through the internship, will be a sustainability analysis of (company/organization/agency) that addresses how to balance all 3 pillars of sustainability in a for-profit company. The second one, submitted at the end of the internship, will research the human and envias a

(student name) will complete the following and submit to me:

- An industry report (2-3 pages double space) detailing the business (student pronoun) works at and the industry that the business is in. (student pronoun) may include things like industry characteristics, competitors, key success factors, challenges facing the industry, etc. This report should be emailed to me around the mid-point of the internship.
- A 3-4 page (double space) final report one week after the internship ends. In this paper, (student pronoun) will summarize (student pronoun) internship experience, reflect on the things she has learned from (student pronoun) internship, and describe key lessons (student pronoun) has acquired while drawing from (student pronoun) course work at Skidmore.

Evaluation criteria: The industry report and the final report will be evaluated based on the quality of her learnings, structure and organization, writing mechanics, depth of reflective thoughts, and use of course material.

Here is a good example of a project/site/video that you could use as a model: [\(give website address\)](#).

Alternatively, in line with our (name of course), you could develop one more ADDITIONAL original environmental education lesson for (company name), on pollinators, taught to either a Girl Scout troop or a local public or private school class. You can choose the age range, but it has to be 3rd grade and above. Note: you can't double count your EE service hours with your internship hours.

At the end of the Fall Semester we will expect you to provide us with a portfolio of work/materials that you helped to develop in coordination with (company/organization/agency), in a format that will be useful for future job and internship applications/interviews.