

COMMITMENT PLEDGE

Please consider my application to be a Discovery Guide. If I am accepted, my family and I will not plan special events or vacations during the spring and summer trainings. I also agree to complete this application myself without a lot of help from another person.

I understand that Discovery Guide participation requires that I commit to the following:

- Saturday trainings in March
- Spring session: Friday afternoons or Saturday mornings, April–June
- One week of summer training: July 13–16 (Tuesday–Friday)
- Summer session: July 20–August 27 (Tuesday–Friday)
- Fall session: Friday afternoons or Saturday mornings, September–November
- Periodic meetings, trainings, and special events scheduled throughout the year

The Garden Apprentice Program will be my No. 1 extracurricular activity during the spring and fall!

Print Name: _____

Signature: _____

Parent/Guardian Signature: _____

Discovery Guide applicant: Please answer these questions yourself, on a separate sheet of paper. Remember to write your name on each answer page, and include the question numbers beside your answers.

1. What do you like to do during your free time?
2. What is your favorite subject in school? Why?
3. What aspects of the Garden Apprentice Program appeal to you? Why?
4. What skills do you hope to gain from being an apprentice in the program?
5. What is your favorite plant? Why?
6. Have you ever been in charge of younger children before? What was the experience like for you?

BROOKLYN BOTANIC GARDEN
1000 Washington Avenue
Brooklyn, NY 11225-1099
bbg.org

GARDEN APPRENTICE PROGRAM

Discovery Guide Application



The Garden Apprentice Program (GAP) at Brooklyn Botanic Garden is a great way for young people to learn about urban agriculture and the environment while working in one of the most exciting children's gardens in the world! The four-tiered program is demanding and fun, physical and intellectual, exploratory and eye-opening. Apprentices work their way up the tiers, eventually earning a paid Senior Apprentice position. If you are considering a "green" career, enjoy getting your hands dirty, and want to work with other youth, GAP may be for you. You are the future—help make it greener!

During the ten-month commitment, tier one Discovery Guide apprentices do the following:

- Work with young children participating in garden programs.
- Maintain a vegetable plot in the Children's Garden and build horticulture skills.
- Develop job skills, including teamwork, communication, and responsibility.

APPLYING TO BE A DISCOVERY GUIDE REQUIREMENTS

An applicant must be:

- current 8th- or 9th-grade student in fall 2009
- passionate about plants and the environment
- willing to make a ten-month commitment as an apprentice

If selected, he/she must:

- attend all March training sessions and work a minimum of three hours per week throughout the spring
- complete the summer session
- work a minimum of three hours per week throughout the fall
- provide own lunch and transportation to and from BBG for all work shifts and trainings

PROGRAM FEE AND SCHOLARSHIP ASSISTANCE

The program fee is \$200. This one-time fee includes all training materials, uniforms, and field-study trips. The tuition fee is due on February 10, 2010. Full and partial scholarships are available based on need. If you have any questions about scholarship assistance, please contact the GAP coordinator at 718-623-7252.

BIG CHANGES IN GAP!

The Garden Apprentice Program now begins in the spring and ends in the winter! In the past, GAP began in the summer; we have adjusted the program calendar to better suit the needs of the apprentices. Please call the GAP coordinator at 718-623-7252 if you have any questions.

OPEN HOUSE NOVEMBER 14, 2009

Please join us at 1 p.m. in the BBG Auditorium to find out more about the Garden Apprentice Program and the application process.

RSVP required to attend.
Contact GAP coordinator at
718-623-7252 or GAP@bbg.org.

DUE WEDNESDAY, DECEMBER 9, 2009

Complete and send to:
Brooklyn Botanic Garden
Garden Apprentice Program
1000 Washington Ave.
Brooklyn, NY 11225
Fax: 718-623-7252



Discovery Guide Application

APPLICATIONS MUST BE RECEIVED BY DECEMBER 9, 2009

TO THE PARENTS/GUARDIANS:

Being a Discovery Guide is a ten-month commitment for the entire family as well as for the apprentice. Discovery Guides need cooperation, support, transportation, and encouragement in order to do their best and make the most of their participation in the program. **Please be mindful of important dates and deadlines on the GAP calendar when planning family activities and vacations.**

Selected applicants are chosen to participate in the program based on the strength of their application, available space, and supervisory limitations. Participant performance is evaluated weekly during training and seasonally thereafter. Discovery Guides who do not meet set standards will be dismissed from the program.

After successful completion of the first tier, Discovery Guides may apply for the next tier of the program, the Garden Corps. There are many opportunities during the apprenticeship to discuss these options with staff and with other apprentices who have moved up through this advancement program.

TO APPLY:

- Application form must be completed by the applicant.
- Include two references:
 1. Reference from science teacher (form enclosed)
 2. Reference letter from an adult who knows the applicant well (letters from relatives not accepted).
- Carefully complete each part of the application; application materials are reviewed as a whole. Responses to short-answer questions must be included.
- Complete application must be received by December 9, 2009.

A Brooklyn Botanic Garden staff advisory board will review all application and reference materials. All applicants who submit a complete application will be contacted to come in for an interview. **Interviews will be conducted the second week of January.**

DIRECTIONS TO THE GARDEN:

The Garden may be reached by public transportation:

- Subway: B (weekdays), Q, or shuttle train to Prospect Park; 2 or 3 train to Eastern Parkway; 4 or 5 train to Franklin Avenue.
- Bus: B16, B41, B43, B45, B48, and B71. There are visitor entrances on Flatbush Avenue and Eastern Parkway.

The Garden Apprentice Program is made possible with the generous support of the following funders: Altman Foundation, The William C. Bullitt Foundation, Inc., Louise and Arde Bulova Fund, Inc., Career Internship Network (CIN), Charles Hayden Foundation, Levitt Foundation, The Lucius N. Littauer Foundation, JPMorgan Chase, as well as gifts from individual donors and BBG trustees.

GARDEN APPRENTICE PROGRAM

Discovery Guide Application

Name: _____

Gender: Male Female Transgender Other: _____

Date of Birth: _____ Age: _____ Current Grade: _____

Parent/Guardian Name: _____ Home Phone: _____

Home Address: _____ Apt.: _____ Work Phone: _____

Student Cell Phone: _____

City: _____ State: _____ Zip: _____

Parent/guardian email address: _____ Student email address: _____

Can your family provide transportation to and from the Garden? Yes No

Can your family provide lunch during training? Yes No

With whom are you living? _____

Languages spoken at home: _____

Do you participate in the "free lunch" or "reduced lunch" program at your school? Yes No; Free lunch Reduced lunch

School: _____ Public Private Parochial Home School

City: _____ State: _____ Zip: _____

School Phone: _____

How did you hear about the Garden Apprentice Program? Please check:

Internet School (teacher, counselor, other). Name: _____

Current or former Garden Apprentice. Name: _____ Flyer Other: _____

Each Discovery Guide is given **four** uniform shirts and one hat. Shirts and hats are distributed on the first day of training.

Adult shirt size: Small Medium Large XL XXL

Important Dates

OPEN HOUSE: 1-3 PM
NOVEMBER 14, 2009

APPLICATION DEADLINE
DECEMBER 9, 2009

INTERVIEWS
SECOND WEEK IN
JANUARY 2010

ACCEPTANCE NOTIFICATIONS MAILED
FIRST WEEK IN
FEBRUARY 2010

ORIENTATION FOR APPRENTICES AND PARENTS:
7-8:30 PM
FEBRUARY 9, 2010

SPRING TRAINING
SATURDAYS IN MARCH 2010

Apprentices must attend the entire training period.

SPRING PLACEMENT
APRIL-JUNE 2010

SUMMER TRAINING
JULY 13-16, 2010

SUMMER PLACEMENT
JULY 20-AUGUST 27, 2010

FALL PLACEMENT
SEPTEMBER-NOVEMBER
2010

Discovery Guide Application

REFERENCE FORM

DUE DECEMBER 9, 2009



APPLICANTS: Give your science teacher (present or recent past) and one other **unrelated** adult a copy of this form. Ask your two references to mail this completed form to the Garden as soon as possible. **No applications will be reviewed without these two letters of reference.** Please be sure to thank your references for completing this form.

COMPLETE AND SEND TO:

BBG Garden Apprentice Program, 1000 Washington Avenue, Brooklyn, NY 11225, FAX: 718-857-2430

For Science Teachers:

Applicant's Name: _____

School: _____

Reference Name: _____

Subjects Taught: _____

Evening Phone Number: _____

Email Address: _____

The student above is applying to Brooklyn Botanic Garden's Apprentice Program for Discovery Guides: a ten-month program for students currently in the 8th or 9th grade who have an interest in plants and the environment. The students we select must show the desire and ability to teach others and commit to a summer session and weekend volunteer work through the spring and fall. **The Garden Apprentice program must be the student's No. 1 extracurricular activity.**

This program is very important to us, and your comments aid us in selecting a diverse and committed group of students. We would appreciate your candid responses, which will be kept confidential. If you have any questions regarding the program, please call the Garden Apprentice Program Coordinator at 718-623-7252. Thank you for your valuable time and assistance.

If applicable, when did you last teach this student? _____

In what capacity and how long have you known this student? _____

Which best describes the applicant's relationship with her/his peers?

Shows leadership Reserved Is easily accepted by peers Prefers to be alone _____
(OTHER CHARACTERISTICS)

Please explain your selection _____

Do you know of any special interests, qualities, abilities, or experiences of this applicant that would be helpful for him/her in this program? _____

PLEASE EVALUATE THE STUDENT:

Scale: 1=Outstanding 2=Excellent 3=Good 4=Average 5=Fair 6=Below Average U=Unknown

ORAL COMMUNICATION SKILLS	1	2	3	4	5	6	U
INITIATIVE, SELF-MOTIVATION	1	2	3	4	5	6	U
ABILITY TO FOLLOW DIRECTIONS	1	2	3	4	5	6	U
PROBLEM-SOLVING SKILLS	1	2	3	4	5	6	U
DEPENDABILITY, SENSE OF RESPONSIBILITY	1	2	3	4	5	6	U
ABILITY TO WORK INDEPENDENTLY	1	2	3	4	5	6	U
ABILITY TO WORK IN A GROUP	1	2	3	4	5	6	U
COOPERATION	1	2	3	4	5	6	U
RESPECT FOR AUTHORITY, RULES	1	2	3	4	5	6	U
SENSITIVITY TO THE FEELINGS OF OTHERS	1	2	3	4	5	6	U
ABILITY TO ACCEPT CRITICISM	1	2	3	4	5	6	U
CURIOSITY AND CREATIVITY	1	2	3	4	5	6	U

I recommend this student to Brooklyn Botanic Garden for the Garden Apprentice Program:

- with great enthusiasm with confidence with some confidence with reservation
 I do not recommend (please list comments below)

Additional Comments:

Signature:

DUE DECEMBER 9, 2009

**COMPLETE AND SEND TO:
BBG Garden Apprentice Program, 1000 Washington Avenue, Brooklyn, NY 11225, FAX: 718-857-2430**