*The following letter can be emailed to teachers in your districts in order to determine their interest in participating in a teacher externship program. The link will take them to a google form to complete. The information will then be collected, sorted by county and sent back to the appropriate WBL Specialist.*

Date

Dear (Teacher Name);

The (County Office of Education), as part of our partnership in the Northern California Career Pathways Alliance, would like to invite you to apply for a Teacher Externship during the summer of 2015.

Teacher Externships offer a unique professional development opportunity connecting the classroom to the workplace. During this 2-week externship, you will have the opportunity to engage in activities in business and industry, and/or service-based organizations. This experience will allow you to enrich and strengthen your training as well as bring relevance to student learning by providing you the opportunity to see how classroom content and learning strategies may be applied in the workplace.

Upon successful completion of the Teacher Externship program, the (County Office of Education) will pay a stipend for your time.

In order to let us know of your interest in the Teacher Externship program, please follow the link below and complete the survey. Once we receive your completed survey, we will contact you to discuss.

[Teacher Externship Interest Survey](https://docs.google.com/forms/d/1rtd87nABaLY400HixxYf7VqleFSIO008yJ740tD4EAo/viewform)

Sincerely,

Work-Based Learning Specialist