

LEADERSHIP MINOR INTERNSHIPS

An internship is a developmental opportunity, both academic and experiential in nature. It can reinforce or support the major, add something different to the major, or be done for personal development reasons. Students should be challenged and should be engaged in work that is meaningful to them and the organizations for which they work.

Internships may be taken for 1-3 credits. Leadership Minor students are required to take at least 2 credits. Each credit is equivalent to 40 hours of internship training and work.

Students enrolled in the minor may take the Center for Student Leadership Development's internship class: HDF 497. Student must receive permission numbers for HDF 497 from the Center for Student Leadership Development. A complete packet of internship materials and the leadership journal is given to students upon enrollment.

Students may also use the internship classes in their major; if students take an internship in their major, it counts for the minor in leadership students (i.e. they don't need to take our 497 class).

STUDENT RESPONSIBILITIES

- Work with the supervisor to develop the syllabus
- Turn in the completed syllabi to the internship instructor on time
- Put the syllabi to work (i.e. implement the objectives that lead to the goals)
- Take part in training and development

INTERNSHIP SUPERVISOR'S RESPONSIBILITIES

- Work with the students to plan their syllabi (individually...no "canned" syllabi...each person's goals are different, syllabi should be signed and dated)
- Assure that the students' have training and professional development opportunities
- Assure that the student has adequate resources, supplies and support to implement the goals and objectives
- Give regular and frequent feedback on their performance and progress (including discussing the mid-semester check-up)
- Reasonably adapt to any changing needs or issues
- Discuss the students' final reports with the students before the students turn them in.

INTERNSHIP INSTRUCTOR RESPONSIBILITIES *(Robert Vincent 874-9013, rovincent@uri.edu)*

- Assure that everyone is enrolled in the correct class for the appropriate amount of hours (40 per credit), create a consistent "framework" for the students (the packet)
- Assist and trouble-shoot for students and supervisors
- Assure that the grades are reported
- Work with individuals on an off campus to find additional internship sites, and with the Internship office to assure a cohesive approach on campus.