

Salisbury University
POSC 340
INTERNSHIP

Dr. Adam Hoffman
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Office: FH 274 x-70103
Office Hours: Wed 10-12,
Thurs 9-11 and by appt.

The internship course provides students with hands on experience in a variety of political and legal settings. In order to get the most out of your internship, there are a number of requirements that you need to fulfill. Your award of credit as well as your grade will be based on successful completion of these requirements, as well as the evaluation from your supervisor.

You are also required to meet with me three times during the semester –at the beginning of the semester, mid-semester and at the end of the semester. It is your responsibility to email me to set up three specific appointments for these meetings.

There may also be some posted readings on MyClasses. I will contact you with information on these.

You grade will be determined as follows:

55% - Supervisor evaluation
20% - Journal
5% - Short writing assignments
20% - Final Paper

The most important and time-consuming of these requirements is your weekly journal. Students must keep a journal, describing all your activities. The journal should be used as a learning device to encourage personal reflection on your experience. The best journals go beyond mere description of what you are doing and delve into growth, learning, connection to previous courses or experiences, things you observe about your organization and co-workers and personal reactions. Journals are due three times throughout the semester.

All assignments are due by 5pm on the date listed and must be sent to me via email and an attached Word or Adobe document.

Due dates for Assignments

Friday, Feb. 13 – Provide an organization structure for your office. This could be a chart or just a list.

Friday, Feb 20 – 1st journal entry due

Friday, March 6 – Defend your internship. Write a 1 page statement describing your internship to date and justifying the award of academic credit.

Friday, April 10th – 2nd journal entry due

Tuesday, May 5 – 3rd journal entry due

Friday, May 15 – Final Paper due.

Papers should be 6-8 pages (double space, 11 pt. font) and must incorporate responses to the following questions. Write these as papers, not as a list of responses.

1. What was the most positive personal experience of you internship?
2. What was the most negative personal experience of your internship and how are you the wiser because of it?
3. What generalizations are you ready to make about the career or profession your internship placement represents?
4. What observations about the world in general did you make during your placement?
5. If you were to give your placement and your supervisor a letter grade, what would it be and on what basis would you make your judgment?
6. What skills did you bring into the placement that you were able to utilize in the placement? If you were not able to utilize them, why?
7. What skills did you not have that would have been helpful in your placement?
8. What pragmatic recommendations would you make to future interns who might be located in your placement? Be specific and detailed.
9. How did your internship further your knowledge of government and politics
10. In what ways did your internship complement the classroom/textbook learning process that preceded the internship?
11. What recommendations would you make, if any, to improve the internship course as a political science course?