

WS493: Women's and Gender Studies Internship **Internship Form and Syllabus Outline**

Overview

The WS493 internship involves the application of coursework in Women's and Gender Studies through work experience related to women's and gender concerns. The internship course is required for WGS majors, and optional for WGS and LGBTQ and Sexuality Studies minors. Students gain experience in legislative, community, or educational settings in the U.S. or overseas. WS493 can be taken for 3-4 credit hours, and is graded on a Pass/No Pass system. Students work with GenCen's advisor as well as faculty and community supervisors to plan an appropriate internship experience and academic component.

Student Information

Name: _____ Pronouns: _____ PID: A _____

Community Organization Information

Community Organization Name: _____

Supervisor's Name: _____

Supervisor's Title: _____ Pronouns: _____

Supervisor's Email or Phone: _____

Faculty Advisor Information

Faculty Advisor's Name: _____

Faculty Advisor's Department: _____

Pronouns: _____ E-mail: _____

Internship Format

Is this internship paid? _____ If so, what is the compensation? _____

Dates of internship:
Start date: _____ End date: _____

Daily or weekly hours: _____

WS 493 course Credit* amount: _____

*WS 493 Credit amount determines the total number of hours required at the internship organization:

WS 493 Credits	Total minimum hours with organization	Average hours per week for a full semester
3	126	8-9
4	168	10-12

Academic Activities (to be developed with the faculty supervisor)

All WS493 internships require an academic component in order to receive a Pass grade from the faculty supervisor. Students are encouraged to work with their faculty supervisor in designing an academic project that best fits their skills and interests as well as the internship experience. Students may design their own project with faculty approval, or select from one of the following options with faculty approval:

- I. Reflective Journals: 6-12 one-page reflective journals describing the internship experience, work performed, and how it relates to themes in Women’s and Gender Studies and intersecting issues involving women and gender, as well as how the internship experience contributes to the personal and professional development and goals of the student.
- II. Analytical Discussion Paper: 6-8 page analytical essay detailing key academic themes involved in the internship experience, describing how key academic literature relates to the internship work.
- III. PowerPoint or Poster Presentation: A presentation project highlighting the work performed by the student during the internship, such as key findings, community development, educational activities, or assessment of programs.
- IV. Digital Portfolio: A digital portfolio, website, or interactive collection of social media engagement, blog posts, or visual media created by the student for the community organization during the internship, highlighting general themes or outcomes related to women’s, gender, or intersecting issues.

Programmatic Activities (to be filled out with community placement supervisor)

Please fill out the following requests for information with a description of the activities to be performed by the intern.

Pre-professional experience

Clerical work

Project-based work

Other

Please provide an approximate percentage of time to be spent on the major types of work.

_____ Pre-professional _____ Clerical _____ Project-based _____ Other

Research Activities (Research Internships only) (to be filled out with the faculty supervisor)

Please fill out the following requests for information with a description of the activities to be performed by the intern.

Methods

Product(s) for organization

Skills utilized/acquired (use of analytic/statistical software, etc.)

Other

Certification of IRB Training Required for Research Internships: Please append certification of completion from the HRPP/IRB Certification located at <https://train.ora.msu.edu/Saba/Web/Main>.

Internship Expectations

- Contact the GenCen office (517-353-5040) if any problems arise.

Signed: Student Intern _____ Date _____
Community Placement _____ Date _____
Faculty Supervisor _____ Date _____
WGS Advisor _____ Date _____

Return completed internship forms to: gencenad@msu.edu