

SOCI 4540 – Sociological Internship Fall 2013

80702 SOCI 4540 A 3.00 Internship in Sociology Main Campus Aug 12, 2013 - Dec 02, 2013
W 11:00 am - 11:50 am UC 1149 **Instructor(s):** Ginger E Macheski

80703 SOCI 4540 B 3.00 Internship in Sociology Main Campus Aug 12 - Dec 02, 2013
R 11:00 am - 11:50 am UC 1149 **Instructor(s):** Ginger E Macheski

Sociology Practice and Internship Coordinator: *Ginger Macheski*

Contacts: Office: 333-5493/ Home: 242-1695/ Fax: 229-333-5492

E-MAIL: macheski@valdosta.edu

RM: 1123 University Center

OFFICE HOURS: T/R 9am – 9:30 am
W 1pm-2pm
and by appointment.

T 11am-12pm
R 12am-2pm

Catalog Description

SOCI 4540 Internship in Sociology 3 to 9 credit hours.

Prerequisites: Students must be in good academic standing; have a minimum of 90 credit hours earned; and have successfully completed or be concurrently enrolled in SOCI 3000, 3190, 3200, 3500, and 3510; or permission of the Internship Coordinator. An application for Internship must be completed by midterm of the semester before enrollment. Graded “Satisfactory” or “Unsatisfactory.”

Supervised on-site experience in an appropriate community, government, or private organization for students who are completing the applied/clinical sociology concentration. Professionalism, workforce transition, and application of sociological knowledge and skills are emphasized

Course Objectives This community bases learning experience is designed to provide:

1. An opportunity to apply sociological knowledge and skills in a work setting,
2. Allow students to develop work-related knowledge and skills,
3. Facilitate exploration of career opportunities for participants, and
4. Encourage personal development and self-assessment of involved students.

Applied and Clinical Sociology Concentration Objectives:

3. Communicate effectively in writing and oral communication.
5. Apply sociological theory and perspectives to a variety of practice settings and real world problems.
6. Successfully integrate into a field setting through a sociological internship.
8. Use applied and clinical abilities to affect positive change in the environment.
10. Address issues of sociological practice that relate to multicultural and economically diverse environments.

11. Develop a professional identity as an applied or clinical sociologist through field placement with special consideration given to the application of sociological concepts and ethical issues.

VSU General Education Outcomes:

1. Students will demonstrate understanding of the society of the United States and its ideals.
3. Students will use computer and information technology when appropriate.
4. Students will express themselves clearly, logically, and precisely in writing and in speaking, and they will demonstrate competence in reading and listening.
7. Students will demonstrate the ability to analyze, to evaluate, and to make inferences from oral, written, and visual materials.
8. Students will demonstrate knowledge of principles of ethics and their employment in the analysis and resolution of moral problems.

Class Communication Open and frequent communication between the intern and the faculty supervisor is essential to a successful community based learning experience.

Students may communicate with the faculty supervisor:

- by phone at either office or home (telephone numbers provided at beginning of this syllabus)
- or electronically through the course BlazeVIEW page email .

(It is the policy of the university that all electronic VSU-related correspondence should be conducted via VSU email addresses for both student and instructor.)

Attendance Policy

Important components of good work habits are accountability and dependability. As such student interns are expected to maintain regular hours at their site and supervision experiences.

- 1) Any student who will be absent from supervision course or their scheduled hours at their field placement is required to report his/her absence to both their field site supervisor and the Internship Coordinator (email) prior to 8:30am that day .
- 2) Failure to report absences, repeated absences and/or a pattern of lateness *will result in termination of the site placement and an assigned grade of U for the course.*
- 3) Students are required to attend class supervision meetings. *A pattern of unexcused absences can result in an assigned grade of U for the course.*

Students may work at their field placement site from Monday, August 12th to Monday, December 2nd . Schedules over university breaks (i.e. Thanksgiving Break) must be individually arranged Students with a 3 credit hour placement are to work 150 hours at their placement site. Each additional credit hour requires 50 additional on-site hours.

Student Evaluation and Assignments

This course is graded on a Pass/Fail or S/U basis. To receive a passing grade in the course, students must meet the following requirements:

- Complete at least 150 hours (per 3 credit units) at field placement site. (As verified by signed Weekly Hour Logs by site supervisor.);
- Be given a largely positive evaluation from their field placement site supervisor.;
- Receive a grade of “s” on all journal entries submitted as assignments on Weekly Journal Forms in Blazeview. No hours will be awarded without a corresponding journal entry submitted.;
- Receive a grade of “s” on at least 80% (5 out of 6) sections of sociological application paper reflecting upon and analyzing sociologically their internship experience.;
- Attend 80% of all scheduled supervision meetings.;
- And submit a flyer describing the internship experience at his/her placement site.

Failure to meet these criteria will result in a grade of ‘U’ or unsatisfactory for the course.

Weekly Hour Logs are weekly records of time spent at the field placement site. They must be submitted in person signed by both the student and the field supervisor. Logs must be ***submitted each week*** during the weekly supervision course meeting.

Online Journals are a weekly record of the student’s activities and experiences at their field placement site.

- Using the Word Journal Form file (found online), students will record their actions and their experience of those activities. Students should be sure to note any conflicts, problems or events that occur.
- Students will save this form as a Word document and attach it to the Weekly Journal Assignment in BlazeView.
- If a student does not have any hours during a week at the placement site this should be noted in the box provided on the assignment and submitted in lieu of a word document journal.
- NO hours will be awarded without a corresponding journal entry submitted.
- Journals are due by Monday by noon every week.
- Journals will be graded:
s= satisfactory
sp= satisfactory with problems
u = unsatisfactory
n = no placement hours

Sociological Application Paper One of the university requirements for internships is a major integrative paper. Students will write a paper analyzing their experience and internship site using sociology. The paper is broken into six sections scheduled throughout the semester (roughly every two weeks). For the paper, students will be asked to utilize applied sociological knowledge to discuss aspects of their internship setting and experience.

The paper will contain the following sections:

- Part One: Introduction - My Internship Placement Site and My Internship Goals
- Part Two: Ethical and Professional Issues
- Part Three: Using a Sociological Lens- The Sociological Perspective and Your Internship:
- Part Four: Your Internship Site Organizational Structure and Culture
- Part Five: Social Inequality and Internship Practice
- Part Six: Reflections on a Sociological Internship.

Each section will involve:

- Writing a 2-5 page section of their paper addressing a particular aspect of their internship experience.
- Using ASA style throughout the paper assignment.
- Submitting a Word document in an online assignment every two to three weeks.

Paper sections will be graded:

s= satisfactory

sp= satisfactory with problems

u = unsatisfactory

Supervision Meetings are regularly scheduled class sessions most Wednesday/Thursdays (see course outline). Issues that emerge from journals or other sources will be discussed among class participants. In addition, at least one one-on-one supervision meeting will be scheduled in the semester. Students may schedule additional one-on-one sessions throughout the semester as needed. Attendance is required at all supervision meetings.

An Internship Flyer is created by each student to be posted in the Sociology Internship Gallery. The flyer describes the internship placement site, the activities of the intern, and the pluses and minuses of working at the placement site. Further explanation of the flyer is available on the class page in Blazeview. See the Internship in Sociology Gallery on the department webpage for examples of past flyers.

<http://www.valdosta.edu/soc/soci4540gallery/index.shtml>

Site Evaluation is conducted both formally and informally. Your site supervisor will be contacted throughout the semester. They will be telephoned several times and your site will be visited during the semester to ensure a positive internship experience for all involved. *It is your*

responsibility to notify the Internship Coordinator of any issues that emerge immediately. In addition, a formal written evaluation will be completed by your site supervisor at the end of the internship.

Academic Integrity “All students are expected to do their own work and to uphold a high standard of academic ethics. “ From VSU’s Academic Integrity Code (the full code is available at: <http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml> .

Classroom Conduct Expectations* A college classroom requires a higher level of courtesy and mutual respect. Everyone in a classroom is there for the purpose of learning, and no one should be able to deprive another person of the chance to learn. Expressions of rudeness and even of carelessness negatively impact other’s learning. Therefore it is expected that as a student this course that you will:

- Be attentive and courteous during class.
- Complete the assigned work according to the course schedule, and
- Do all your own work and will not present anyone else’s work as your own (this is also covered by the VSU Student Code of Conduct).

Some more specific principles of civil conduct expected in this classroom are:

- Do not cut classes, come in late or leave early.
- Do not speak when others are speaking. It is inappropriate to talk with classmates while the professor (or another student who has the floor) is talking.
- It is also entirely unacceptable to use a cell phone during class. This includes texting.
- Submit work and take tests on schedule.
- While in class, students are expected to participate actively in discussion, or other activity at hand.
- Avoid such unrelated activities as reading newspapers, magazines, or unrelated books, doing homework assignments for this or other classes, balancing checkbooks, sleeping, etc.
- Classroom use of your own laptop computer is **NOT PERMITTED** for this class.

Students who do not abide by these expectations may be invited to leave the class. Continued misconduct may lead to removal from the course and initiation of procedures described in the VSU Student Code of Conduct.

* Excerpted from the 1998-1999 College of Charleston Student Handbook with modifications.

Department of Sociology, Anthropology, and Criminal Justice with Marriage and Family Therapy. Statement on Disruptive Student

Disruptive behavior is student behavior in a classroom or other learning which disrupts the educational process. Disruptive class behavior may include but is not limited to the following behaviors: verbal or physical threats, repeated obscenities, unreasonable interference with class discussions, unauthorized use of a cell phone, or inappropriate use of computer in class, leaving and entering class frequently in the absence of notice to the instructor, of an illness or extenuating circumstance, and persisting in disrupting personal conversations with other class members. Student disruptive behaviors may also include threatening, intimidating, or other inappropriate behavior toward the instructor or classmates outside of class. Sanctions for such behaviors will be enforced in accordance with the Valdosta State University Student Handbook, Faculty Handbook, and may include dismissal from the course and the program.

Course Outline

Week One: Monday, August 12th

- First Day to begin field placement hours.
- Wednesday/Thursday, August 14/15th Class supervision meeting.
- Site Acceptance and Supervisor information forms due in class.

Week Two: Monday, August 19th No class meeting.

- Journal 1 due online Monday, August 19th at noon.
- Bring signed Weekly Hours Log to class next week.

P1: Becoming a Practicing Sociologist - Part One: My Internship Placement Site and My Internship Goals : Introduce yourself and your placement site in this short section. How do you feel about this transition in your sociological journey? Include a briefly describe your placement organization. Talk about this in this paper section. Explain at least three goals you have for your internship. And then talk about how this step (your internship) fits in your overall sociology career goals.

- Your paper is due by Monday August 19th at noon.
- Your paper should be about 2-3 pages long.

Week Three: Monday, August 26th

- Wednesday/Thursday, August 28/29th Class supervision meeting
- Bring signed Weekly Hours Log to class.
- Journal 2 due online Monday, August 26th at noon.

Week Four: Monday, September 2nd (Labor Day)

- Wednesday/Thursday, September 4/5th Class supervision meeting.
- Bring signed Weekly Hours Log to class.
- Journal 3 due online Monday, September 2nd at noon.

Week Five: Monday, September 9th

- Wednesday/Thursday, September 11/12th Class supervision meeting
- Bring signed Weekly Hours Log to class.
- Journal 4 due online Monday, September 9th at noon.
- P2 due Monday, September 9th at noon.

P2: Part Two: Ethical and Professional Issues: Thinking about the class discussion of professionalism, reflect on professional issues or challenges you might face at your sight. Read the Association of Applied and Clinical Sociology's Code of Ethics (posted in Discussion folder in Blazeview). In addition, read the section on confidentiality and skim the other sections

found in the National Social Workers Association code of ethics found at <http://www.socialworkers.org/pubs/code/code.asp> . Think about what issues of ethics and professionalism are of most concern at your placement site. Go beyond the issue of confidentiality and think about organization, practice and community ethical issues as well. Write a 2-3 page paper section that analyses at least two professional concerns and three ethical issues that are present at your site. **Paper due Monday, September 9th at noon.**

Week Six: Monday, September 16th

- Wednesday/Thursday, September 13th Class supervision meeting
- Bring signed Weekly Hours Log to class.
- Journal 5 due online Monday, September 16th at noon

Week Seven: Monday, September 23rd

- **NO Class supervision meeting**
- **Individual Meetings Scheduled**
- Bring signed Weekly Hours Log to individual meeting.
- Journal 6 due online Monday, September 23rd at noon

Week Eight: Monday, September 30th

- **NO Class supervision meeting.**
- **Individual meetings**
- Bring signed Weekly Hours Log to individual meeting.
- Journal 7 due online Monday, September 25th at noon
- Paper P3 due Monday, September 30th at noon

P3: Part Three: Using a Sociological Lens- The Sociological Perspective and Your Internship: Look up a definition of sociological perspective and read the short piece from C. Wright Mills posted on the sociological imagination. How would you use a sociological perspective to view events at your site? How might the sociological imagination be used? In general apply these concepts to your placement site. How might a sociological perspective or sociological imagination contribute to your understanding or be used in providing services at your practice site? This paper section should be 2-3 pages long.

Midterm Thursday, October 3rd

Week Nine: Monday, October 7th

- Wednesday/Thursday, Thursday October 9/10th
- Class supervision meeting
- Bring signed Weekly Hours Log to class.
- Journal 8 due online Monday, October 7th at noon

Week Ten: Monday, October 14th

- Wednesday/Thursday, October 16/17th
- **NO Class supervision meeting.**
- Bring signed Weekly Hours Log to class next week.
- Journal 9 due online Monday, October 14th at noon
- Internship Flyer is due Monday, October 14th at noon.

Week Eleven: Monday, October 21st

- Wednesday/Thursday, October 23rd/24th Class supervision meeting.
- Bring signed Weekly Hours Log to class next week.
- Journal 10 due online Monday, October 21st at noon
- P4: Part Four is due Monday, October 21st at noon.

P4: Part Four: Your Internship Site Organizational Structure and Culture

Read the files: Organization Structure and Organizational Culture posted for this week in Blazeview. Find out about the organizational structure of your internship site. What does the organizational hierarchy look like? Where are the 'rules of the organization' found? What are the goals and purposes of your organization? How is it funded? In addition, think about the culture of your placement site, what values underlie the day to day interactions at your site? Is there a 'uniform' that people wear, special language they use, unwritten understanding about the organization, the clients or staff? Write a section of your paper about the organizational structure and culture at your site. This section should be 4-5 pages long.

Week Twelve: Monday, October 28th

- Wednesday/Thursday, October 30th/31st Class supervision meeting.
- Bring signed Weekly Hours Log to class.
- Journal 11 due online Monday, October 28th by noon.

Week Thirteen: Monday, November 4th

- Wednesday/Thursday, November 6/7th Class supervision meeting.
- Bring signed Weekly Hours Log to class.
- Journal 12 due online Monday, November 4th by noon.
- P5 is due Monday, November 4th at noon.

P5 Social Inequality and Internship Practice: Think about the systems of stratification you have studied. You have learned how systems of inequality like race, gender, class and age, impact individual's life chances. How do these systems intersect in your internship placement - the clients you serve, resources available, services provided, employees of the organization, etc.. Write a section about your thoughts on the intersection of these systems of inequality and your placement site. This section should be 2-3 pages long.

Week Fourteen: Monday, November 11th

- **NO Class supervision meeting.**
- Bring signed Weekly Hours Log to class.
- Journal 13 due online Monday, November 11th by noon.

Week Fifteen: Monday, November 18th

- **Final supervision class.**
- Wednesday/Thursday, November 20th/21st Class supervision meeting.
- Bring signed Weekly Hours Log to class.
- Journal 14 due online Monday, November 18th by noon.
- P6 is due Monday, November 18th at noon.

P6: Reflections on a Sociological Internship. Think about what you have learned about yourself, about your sociological education, and your internship site in this semester's internship experience. Discuss your reflections in a 3-4 page final section of your paper.

Week Sixteen: Monday, November 25th

- **Thanksgiving Break (no classes meet.)**
- Journal 15 due online Monday, November 25th by noon.
- Weekly hours should be turned in to folder outside RM 1123UC.

Week Seventeen: Monday, December 2nd

- **Last class day for internship hours.**
- Journals 16 and 17 due online Monday, December 2nd by 6 pm.
- All weekly hours must be turned in to folder outside RM 1123UC by 6 pm.