



# Professional Experiences

Department of Family &  
Consumer Sciences

Western Michigan University




# Purpose of Professional Experience

- To provide students with “real world” experiences that will allow them to:
  - Develop ‘professional competence’.
  - Apply skills learned in the classroom.
  - Gain insights into personal strengths and weaknesses.
  - Build a professional resume and electronic portfolio.
  - Discover new opportunities-explore the field



# Experiential learning


- Outcomes of experiential learning
  - Development of time management skills
  - Knowledge of collaborating with other people and agencies
  - Self-motivation to learn, participate and achieve.
  - Build self-confidence, competence and awareness.
  - Increase openness to new experiences.
  - Growth in the area of personal responsibility



# Field Experience

## FCS 2020

- Entry level experience in a family science/human service setting.
  - Similar to a volunteer position
- Oversight is shared by site supervisor and WMU Professional Experiences Coordinator.
- 60 clock hours per credit are required in FST and CD.
- Most students complete FCS 2020 after completion required pre-requisites.



# Internship

## FCS 4290

- 6 credits required, which may be completed over 2 semesters.
- Students work directly with clients and may work on special projects to support the organization.
- Most students complete FCS 4290 late Junior or Senior year and must have completed required pre-requisites.

# Areas to Consider

- What are your career interests?
- What other courses are you taking at the same time?
- Where (geographically) do you want to complete your experience?

Credit Hours	Based on 15 weeks
2 credits (120 hours)	8 hours per week
3 credits (180 hours)	12 hours per week
6 credits (360 hours)	24 hours per week



# Professional Experience

- Network with:
  - Faculty and advisors
  - Fellow Students
  - Class speakers and alumni
  - Internet
  - Human service directories
  - Previous job shadowing experiences



# Site Search-tasks and timing

- 3-6 months prior to the semester:  
(March-June for Fall, July- Nov. for Spring, and Dec.-Feb. for Summer)
  - Decide what type of experience you are looking for.
  - Discuss appropriate sites with Family Studies faculty.
  - Identify potential sites.
  - Check site requirements for training, background checks or other documentation that may be needed.





# Site Search-tasks and timing

- 1-3 months ahead of semester:

(June-Aug for Fall, Sept.-Nov. for Spring, and March-May for Summer)

- Choose desired site and talk with Linda.
- Complete and submit form, get faculty signature.

- 1 month-2 week ahead:

- Complete and submit registration approval form, if it has not been done.
- Upon approval, finalize details with site such as start date, times and expectations.



# Registration for credit

- Complete a Department Approval Registration form found online
- Obtain approval from site supervisor and faculty member Dr. Kimberly Doudna
- Upon site approval, Dr. D will register you for the online course.
- Assignments and course details will be available to you online at the semester start date.



# Complete Course Requirements

## ■ FCS2020 Field Experience

- You may be registered for 2 or 3 credits per semester. Sixty clock hours are required for each credit.
- Complete written assignments.
- Evaluations by supervisor.
- Document hours worked
- Credit/no credit grading system.

**For FCS2020 Field Experience questions,  
information or registration contact:**

**Kimberly Doudna at**

**Kimberly.Doudna@wmich.edu**



# Course Requirements

## Internship FCS 4290

- Secure a position in an appropriate setting (maximum 6 credits).
- Complete at least 3 credits (180 hours) per semester.
- Complete the following requirements:
  - Document hours worked
  - Supervisor evaluation
  - Portfolio project
  - Written course assignment
- Credit/no credit grading system
- **For FCS4290 Internship questions, information or registration contact:  
Dr. Doudna at [kimberly.doudna@wmich.edu](mailto:kimberly.doudna@wmich.edu)**



# Questions?

Prior to being registered for FCS2020 Field Experience

Contact: [Kimberly.Doudna@wmich.edu](mailto:Kimberly.Doudna@wmich.edu)

Prior to being registered for FCS4290 Internship

Contact: [Kimberly.Doudna@wmich.edu](mailto:Kimberly.Doudna@wmich.edu)

After being registered contact: [Patricia.Leamer-Quackenbush@wmich.edu](mailto:Patricia.Leamer-Quackenbush@wmich.edu)