

DATE: January 2024

SUBJECT: Summer 2024 Internships

Course Overview

Internship learning partnerships and work hours take place in conjunction with participation in an asynchronous, seminar-style internship course.

- As of Fall 2022, *FCS 4295: Internship in Family Science and Human Development* (a course section specific to the Family Science and Human Development program area) replaces *FCS 4290: Internship* (a course used by multiple FCS programs). This change applies to students in all Family Science and Human Development majors across all catalog years. Please work with CEHD advising to ensure that your DegreeWorks reflects this change.
- *FCS 4295: Internship in Family Science and Human Development* is a capstone experience that supports the synthesis and application of academic and professional preparation—in child development and services, family science and services, and youth and community development—within supervised field placements and experiences. Six credits include 360 site-based hours and weekly participation in asynchronous online seminar emphasizing reflective practices and career preparation. Internship is arranged by the student with consultation and approval of faculty coordinator. Site-based supervision, documentation of hours, and midterm and final evaluations required. FCS 4295 is offered in fall, spring, or a combination of summer I and II semesters.

FCS 4295 Student Learning Outcomes

- Obtain professional work experience aligned with concentration in Family Studies and Human Development.
- Apply academic preparation, including content knowledge and professional skills, to contribute to a professional setting.
- Demonstrate professional competencies, attitudes, and skills for success in human service roles and settings with emphasis on written and verbal communication.
- Utilize critical thinking and self-evaluation for application and assessment of academic preparation within a professional setting.
- Examine the National Council on Family Relations Code of Ethics and Family Life Content Areas in relation to internship placement and employment.
- Identify effective self-care practices for family science practitioners and evaluate the role of self-care in personal and professional well-being.
- Reflect on the role of professional networking in career development and employment. Develop materials and skills for securing employment within the field of Family Science and Human Development

Internship Adaptations- Summer 2024

The WMU Family Science and Human Development program recognizes that many community partners, services, and agencies are anticipating extended pandemic impacts into the 2023-24 academic year including reduced capacity for supporting internships and/or reduced opportunities for on-site fulfillment of internship hours. Following are considerations and adaptations that have been established in response to the feedback of students, site partners, and the oversight of the National Council on Family Relations.

- Internship arrangements/work hours may be expanded to include virtual professional experiences/meetings/trainings and home-based professional project work as identified in coordination with an internship site supervisor.
- 360 total hours are required for fulfillment of the internship. While encouraged to pursue the full 360 internship work hours, summer 2024 internship students must complete a minimum of 240 work hours of professional experience in coordination with an internship site. When unable to secure or complete internship work hours beyond the required 240 work hour minimum, students will complete supplemental course assignments (with work hour equivalencies) to fulfill the 360 hours of professional experience required by the course.

Internship Enrollment & Site Approval

Summer internships and the corresponding FCS 4295 course take place over both Summer I (3 credits) and Summer II (3 credits). To register for FCS 4295, students must be at senior status (88 completed credit hours) and have completed prerequisites (as established by major and catalog year) prior to the start of the Summer I 2024 semester.

Registration access to FCS 4295 requires program approval. To receive approval to register for FCS 4295 Internship course/credits for Summer 2024 please complete the **Request to Register Form**. Once summer registration is open and course access has been requested and approved, a student will be informed that the course restrictions have been lifted allowing for the student to complete the registration process.

Students may register for FCS 4295 prior to securing their internship arrangements but must submit an internship site approval form (and receive coordinator approval) prior to the start of the semester. Prior to submitting for site approval, students must identify and have contact information for a site-based supervisor who will serve as the point person for the internship contract, the identification and fulfillment of duties and responsibilities, and completion of mid-term and final student evaluations. An **Internship Site Approval Form** must be submitted and approved prior to the start of the semester.

Links to the **Internship Site Approval Form** and **Request to Register Form** are found on the Family Science Internship web page: <https://wmich.edu/familyconsumer/internships/family-studies-intern>

Moving Forward

The Family Science and Human Development faculty are deeply committed to your professional learning and development. Please contact Mindy Holohan melinda.j.holohan@wmich.edu with questions. Students are also invited (and encouraged!) to schedule a phone or Webex meeting with Mindy to discuss individual internship goals and planning via this link: <https://appt.link/m-holohan>

In community,

Mindy Holohan, Undergraduate Internship Coordinator, Family Science and Human Development

Angel Gullon-Rivera, Undergraduate Program Coordinator, Family Science and Human Development