Sociology Internship (SOCI 416)

Internship Coordinator: Lester Kurtz

DRAFT SYLLABUS FOR SPRING 2021

Office G548 Email: lkurtz@gmu.edu Office Hours: MW 1:30-3pm and by appointment

OBJECTIVES

* Provides students an opportunity to apply their theoretical, classroom knowledge in a professional setting and develop their research skills.
* To provide students a practicum experience that encourages active reflection on the student's continued academic and pre-professional development.
* Learn about how the process of editing a major research encyclopedia works.
* Become familiar with major scholars in a wide range of fields from anthropology to biomedical studies, ethical studies, international relations, political science, military studies, peace and conflict studies, psychology, sociology, and more.
* Develop research skills and the use of Zotero.

Participants will work as a research assistant for the Editor-in-Chief on the Participants will work as a research assistant for the Editor-in-Chief on the 4-volume third edition of the [Encyclopedia of Violence Peace, and Conflict.](https://www.elsevier.com/books/encyclopedia-of-violence-peace-and-conflict/kurtz/978-0-12-373985-8) They will assist in the process of finding and securing authors for about 280 entries (6,000-10,000 words each) and doing background research and building a Zotero library on major sources and authors for many of the topics, especially those not included in the first two editions. Interns’ names will be mentioned in the encyclopedia when is published. This is consistent with the Mason departmental emphasis on Public Sociology.

The number of credits corresponds to the number of hours spent on the internship, including on-site hours. Each credit hour is equivalent to 45 hours of work. Hence, three credits are equivalent to 135 hours per semester of internship work. Students will meet the above objectives by reflecting on and writing about their internship experience, by staying in close communication with their supervisor and faculty advisor, and by developing, with their faculty advisor, an academic project/paper that links their internship experience to their Sociology course work.

The following lays out expectations of the parties involved and constitutes the contract between the student, internship supervisor at place of work, and the supervising professor.

1. Students are expected to keep a **regular journal**, describing and discussing their internship experiences. Journal entries may be included in the final paper.

2. Students are expected to **meet periodically** during the semester with the supervising professor and to **keep track of their hours** worked with an online timesheet.

3. Students are expected to hand in a **1250-1500-word paper** in lieu of a final exam in which they describe and reflect on the ways in which their internship experience has both contributed to, and been enhanced by, their knowledge of sociology. In writing this paper, you will focus on the connection between the internship experience and a substantive sociological area.

4. The internship supervisor is also expected to evaluate the student. Evaluation should include the student's performance as intern, given the internship duties specified. This evaluation should be available to student and supervising professor.

5. The professor's evaluation will take account of items 1,2,3, and 4.

For more information on the Encyclopedia, see the website on the 2nd edition:

<https://www.elsevier.com/books/encyclopedia-of-violence-peace-and-conflict/kurtz/978-0-12-373985-8>

or access the Encyclopedia through Science Direct on the GMU Libraries site:

<https://www-sciencedirect-com.mutex.gmu.edu/referencework/9780123739858/encyclopedia-of-violence-peace-and-conflict>

**To current interns: Working files for the project can be accessed at the following site you can access through this link:** [**https://drive.google.com/drive/folders/1iXYFS\_900F9zHgERAEoLG0c4YUtgWOaF?usp=sharing**](https://drive.google.com/drive/folders/1iXYFS_900F9zHgERAEoLG0c4YUtgWOaF?usp=sharing) **– please use “Suggesting” mode when making changes to any of the files except your timesheet. You will receive an invitation to join the Zotero group “Violence, Peace, and Conflict”** Please join it as soon as possible.

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Professor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_OBJECTIVES

Name of Intern:

Name of Agency: George Mason University Korea

Address: 119, Songdomunhwa-ro, Yeonsu-gu Incheon 21985  
Telephone:  
Name of Agency Supervisor: Lester Kurtz

Name of University Supervisor: Lester Kurtz

Office Phone: +82 (0) 32-626-5742‬ (Mobile number will be provided to participants)

Office hours: MW 1:30-3pm and by appointment

INTERNSHIP PERFORMANCE FORM

This evaluation must be completed by the onsite supervisor during the student's last week with the Agency.

Semester: Fall, 2910

The results should be shared with the intern student and then returned to the University Supervisor by fax at

Section A: Supervisor’s Written Evaluation of Intern's Performance

Briefly summarize the tasks that you assigned to the intern. What were your expectations in choosing to sponsor an intern? Based on these answers, briefly comment on the intern's abilities, strengths and weaknesses.

1. Knowledge (e.g., requisite, current knowledge and skill of profession; innovative problem solving; ability to apply sociological knowledge to performance as intern)

2. Leadership (e.g., instills confidence in others, organization, group spirit and cooperation, maintains an attitude of objectivity and fairness, communication)

3. Public Relations (e.g., with supervisors, co-workers and public: courtesy, insight, respect, tact)

4. Additional Comments

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Section B: Self Evaluation of Internship Experience

Name of Intern:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Agency:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of University Supervisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

During the final week of your internship, please complete the following self-analysis report, and \_include it as part of your professional portfolio (Attach additional pages if necessary).

1. Did the internship meet your personal goals and objectives (Explain your answer)

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2. Provide a brief summary of the skills and knowledge gained from the internship experience.

3. What skills did you observe during your internship that you would like to acquire if provided with the opportunity?

4. What tasks did you enjoy most about your internship?

5. What did you like least about your internship?

6. What impact has this experience made upon your career goals? Has it reinforced or changed your career direction? Why?