

## ENVIRONMENTAL STUDIES INTERNSHIP ENVS 89

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The Environmental Studies Internship Program provides the opportunity for students to experience first-hand actual environmental challenges in government, industry, public interest organizations, and scientific research institutions. Students in the Program tackle current environmental issues alongside professionals in the environmental field, experiencing the real-life context and application of their course work. Weekly discussion groups and assignments provide perspective and a substantive basis for the internship experience.

Internship placements are individually tailored to support each student's academic goals and experience. All placements require the use of research, writing, analytical and presentation skills in a supervised setting to accomplish a specific project or goal within a designated time frame.

**Credit and Timing:** The ENVS 89 Internship is a full 4-credit academic internship which satisfies the requirements of the Environmental Studies Major and Program. It is offered both fall and spring semesters and during the summer.

**Summer Interns:** Students who wish to receive credit for their summer internships must register for the ENVS 89 course with the Summer School. Since summer internships may be pursued worldwide, the summer weekly seminar takes place online (see below.) In addition, summer interns present their work at the Environmental Internship Symposium during their next semester back on campus.

### Internship Requirements

- Well before the beginning of the term, each student should meet individually with me to identify and set up an appropriate placement. (Note: **Students should prepare a resume and submit a copy to me as soon as possible.**) The student should then follow up by sending a resume and cover letter to the potential placement supervisor and arranging for an interview. **The goal is for all interns to be working in their placements within the first week of the semester.**
- Once accepted as interns in their placements, students must work **at least 100 hundred hours** during the course of the semester. These hours can be allocated in any way the student and the placement supervisor wish, but they should be spread out over the course of the full semester or summer. Students are required to arrange and commit to a firm work schedule with their supervisors. (Many students chose to work more than the minimum number of hours.)
- Once the student is actively working at the placement and has a general understanding of assignments and projects, the student and I develop a

“contract” regarding internship expectations and goals, including research or readings to enrich the placement work and final written or other products.

- All interns must attend weekly seminars during the scheduled class time (or participate in online weekly seminar discussions during the summer.) The seminars are a required element of the internship, and provide an opportunity to analyze and reflect on internship experiences. As schedules allow, the group also may take one or more field trips to student placement sites.
- All interns present their work at the **Environmental Internship Symposium** at the end of the semester. (Summer interns present during their first semester back on campus.) The Symposia are attended by many other students, faculty, staff, internship supervisors, and invited guests. Presentations are expected to be carefully prepared and practiced, focused, and informative. Students should use appropriate visual or other presentation tools (e.g. PowerPoint, props, demonstrations.) In preparation for the symposium, we practice and critique together. The Symposium presentation is an excellent opportunity to gain strong oral communication skills.
- Students submit a final 20-25 paper.\*

\*Guidelines for papers and presentations are on the LATTE site.

### **Grading**

- 1) Supervisor’s and my assessment of student’s performance in internship placement (including commitment, reliability, value of contribution, quality of work, cooperation, use of initiative, communication, etc): 65%
- 2) Participation in class discussion groups (including attendance), final written product and presentation: 35%

**Important: A successful internship requires your commitment and ongoing open communication with your internship supervisor and with me. Please be sure to speak with me if you have any concerns about your placement during the course of your internship.**

Notes: 1. If you are a student with a documented disability on record at Brandeis University and wish to have a reasonable accommodation made for you in this class, please see me immediately.

2. You are expected to be honest in all your academic work. All words or ideas of another person must be properly cited and identified by quotation marks or other indication. Each student is expected to turn in work completed independently, except when specified otherwise. The University policy on academic honesty is in the Rights and Responsibilities Handbook. Instances of alleged dishonesty will be forwarded to the Office of Campus Life for possible referral to the Student Judicial System. Potential sanctions include failure in the course and suspension from the University. If you have any questions about my expectations, please ask.