

**ENVIRONMENTAL STUDIES INTERNSHIP
ENVS 89**

“You can’t stay in your corner of the Forest waiting for others to come to you. You have to go to them sometimes.” A.A. Milne

**Laura Goldin, goldin@brandeis.edu
x63075, Rabb 347, “OPEN DOOR ALWAYS”**

The Environmental Studies Internship Program provides the opportunity for you to experience first-hand current environmental challenges in government, industry, public interest organizations, and scientific research institutions. Students in the internship program and course tackle current environmental issues alongside professionals in the field, experiencing the real-life context and application of their coursework. Weekly journals, seminar discussions, other writings and reflections provide perspective and a broader context for the internship experience, and enable you to share your internship experiences among the our seminar group and to a broader audience at the Environmental Internship Symposium.

Each internship placement is ideally individually tailored to support your own interests, academic goals and experience. All placements should require the use of your skills in research, writing, analysis, fieldwork and communication in a supervised setting to accomplish specific projects or goals within a designated time frame.

During the course of the seminar, you will explore both the nature of your placement organizations and your own personal goals for future academic study, work and careers. Seminar topics will range broadly from organizational mission and goals, funding and behaviors, to your own hopes for the future. You will have the opportunity to examine issues such as the nature of professionalism, ethical dilemmas at the workplace and non-profit fundraising. Further, together we will consider career options and you will be able to discuss with professionals your own plans beyond Brandeis and current tools for getting started in the job search process.

Credit and Timing: The ENVS 89 Internship is a full 4-credit academic internship required for completion of the Environmental Studies major and minor. It is offered both fall and spring semesters.

Summer Interns: Students who wish to gain full course credit for summer placements must enroll in the fall ENVS89a course AND meet additional summer requirements, including participation in an online group forum throughout their summer internship experience which includes submitting weekly structured writing in an ongoing journal and more. As for all interns, placement must be pre-approved to ensure quality and a good fit for you. **Students interested in this option must arrange before the summer begins with Professor Goldin.**

Internship Requirements

- **PLACEMENT:** Well before the beginning of the term, you should meet individually with me to identify and establish an appropriate placement. (Note: **Students should prepare a resume and submit a copy to me as soon as possible.**) You 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.**
- **HOURS:** You must work **at least 100 hundred hours** during the course of the semester. These hours can be allocated in any way you and your supervisor may agree, but they should be spread out over the course of the semester or summer and be a firm work schedule. Many students chose to work more than the minimum number of hours to make the most of their internship experiences.
- **“CONTRACT”:** So you have a clear understanding of assignments and projects, you should agree in writing or otherwise with your supervisor on your internship expectations and goals.
- **WEEKLY SEMINAR:** All interns must attend the weekly seminar during the scheduled class time and participate in online seminar discussions on LATTE as directed. WEEKLY “TOPICS OF THE WEEK” ARE OUTLINED ON LATTE & WILL BE MADE “LIVE” AS THE SEMESTER PROGRESSES along with readings and assignments.
- **ENVIRONMENTAL INTERNSHP SYMPOSIUM PRESENTATION:** All interns present their work at the semi-annual **Environmental Internship Symposium** at the end of each semester. There are TWO MANDATORY training, practice and critique sessions during the seminar sessions beforehand, when the whole group works together to prepare every student for a successful presentation. Please note that these seminars can go long to give everyone a chance to present and practice fully, so please be prepared to stay late.

Note that 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. The Symposium presentation is an excellent opportunity to gain strong oral communication skills, and the goal is for every student to be able to present admirably and with confidence. **Guidelines for the symposium presentation and final paper (see below)are on the LATTE site.**

- **FINAL PAPER:** A final 10-15 page paper is required of each student. **Guidelines for the final paper and symposium presentations are on the LATTE site.** (Note: you are welcome to propose videos or other potential creative alternatives or additions.)

Grading

- Assessment by supervisor and me of your performance in the internship placement, including commitment, reliability, value of contribution, quality of work, cooperation, use of initiative, communication, etc: 65%
- Participation in seminar (including attendance), final paper 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, expect 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.

3) Laptops, smartphones, other technology: Respect for each other and what are doing requires your full and undistracted attention. Your full engagement and connection to the world around us is key in this course. We are all in this experience together! So use of devices during class time that in any way distracts you or others or reflects lack of involvement, just isn't okay.

4) International Students:

If you enroll in a internship or experiential learning (EL) practicum course, and are required to pursue an activity off-campus as part of the course, you may be required to obtain authorization from the International Students and Scholars Office (ISSO) or U.S. Citizenship and Immigration Services based on your student visa status BEFORE beginning the off-campus activity. Please email isso@brandeis.edu to schedule an appointment with your ISSO advisor to determine if such authorization is required.