To receive academic credit each intern is required to develop an internship proposal. The internship proposal has (4) components:

A. A Brief Position Overview
B. Job Duties/Tasks
C. Learning Objectives
D. Academic Requirements and Evaluation Process

Students will work with their site supervisor and faculty internship advisor to develop the proposal. The faculty internship advisor must approve the proposal.

POSITION OVERVIEW:
The intern will participate in the planning and formation of the Obesity Prevention Program with the Lewis & Clark City-County Health Department. Lewis and Clark City-County Health Department was recently awarded a grant to implement an Obesity Prevention Program and will begin developing the program.

DUTIES/TASKS

Work with Site Supervisor

What will you be doing at your internship?
Describe the tasks and/or duties required in your internship. Job duties may come directly through a job description and/or discussions with site supervisor.

LEARNING OBJECTIVES:

Effective learning objectives are measurable, attainable, and specific.

Begin by brainstorming responses to the following questions:

▪ “What do I most want to explore, understand or learn during my internship?”
▪ “How would I like to change or be different by the end of my internship?”
▪ “What will make me more marketable to an employer or graduate school?”
▪ “What would I like to add to my resume?”

Use action words to describe the objectives –

Analyze data…... Assume responsibility for…… Compile statistical data……
Create new plans, methods…. Develop a working knowledge of…… Explain how…..
Guide…… Implement new procedures…… Improve skill in……Increase………..
Learn new techniques…… Revise present materials….. Teach others to……

Example Learning Objectives:

- Be able to effectively install an operating system.
- Learn about the newest techniques and treatments available to speed recovery time.
- Create a marketing piece utilizing the four criteria of an effective advertisement.
- Learn names and uses of modern dental equipment and technology.
- Develop an understanding of formal complaints and the ability to draft them.

ACADEMIC REQUIREMENTS & EVALUATION PROCESS:

Each academic department and faculty advisor has different requirements. Discuss with your faculty advisor. Students and faculty advisor will determine which academic requirements will be most appropriate for each unique internship. Please list all requirements in this section.

- Include any required evaluations (Mid-Term, Final)
- If your major requires a portfolio, include requirements
- You may be required to complete readings, journal entries, or write an essay

Faculty Internship Advisor will approve prior to beginning.