



# CAL CORPS

Public Service Center

For Faculty

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## Tips for Partnerships: Developing Internships

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From conversations with community partners and students, here are some important points for faculty to keep in mind when seeking internships sites to integrate into your courses:

### Community Partners/Host Sites Seek:

- *From Student Interns*
  - Commitment from student: one semester, 8 hours per week minimum
  - Willingness to do whatever work requires...Assisting not necessarily own projects
  - Students with a clear understanding of their strengths and commitments: what they want to learn and what skills they have
  - List of skills from intern
  - Willingness on part of students to meet the community being served directly
  - Curiosity
  - Clear communication
  - Willingness to take risks
  
- *From Faculty*
  - Reliable partners
  - Support system/structure on behalf of the university to hold students to commitment
  - Conversation about goals
  - Inner “glam”
  - Clear communication
  - Willingness to take risks

### Students Seek:

- Knowing expectations and requirements prior to starting: well-described role/position description
- Flexibility with hours (given academic breaks, finals, etc.)
- Growth/Leadership opportunities: applicability to future goals of experiences/tasks
- Open communication with supervisors
  - Conversation about goals/guidelines
  - Established avenue of constructive criticism
- Background/history of issue and organization
- Networking and Informational interviewing
- Impact
- Organizational “Glam”
- Directions-transit
- Points of contact – inclusion in day-to-day happenings with other staff
- Support from faculty and partners



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