

## Sociology Internship Seminar

SOC492-001 Fall 2020

Clark C337 – Wed. 4:00-5:40 pm (every other week)

**Instructor:** Nefratiri Weeks

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**Office Hours:**

Zoom: Mon. and Wed. 10:30 – 11:30 am

& by Appointment

### Course Objectives

The Internship Seminar (SOC492) is a 1-credit course that accompanies the Internship (SOC487). Together, SOC492 and SOC487 provide 4 credits towards your degree in Sociology and form the Sociology Internship Capstone at CSU. The Internship Seminar aims to provide both practical and academic information as you progress past college into the “real” world or deeper into academia. Our practical focus will include developing important knowledge on applying for jobs, developing interview skills, using our ‘weak’ ties to make connections, and selecting and applying for graduate programs. Our academic focus will seek to extend our sociological understanding by assessing and discussing how our internships fit within ubiquitous social institutions by placing them within a larger organizational framework.

### Course Goals

- Create a space for discussion about our internship experiences.
- Expand our knowledge of sociology through a focus on organizations and institutions.
- Gain a greater understanding of how our internship fits into a larger organizational context.
- Build and assemble our job-hunting tool kit by creating a CV, a resume, and a cover letter.
- Hone our interview skills through CSU’s Big Interview.
- Develop knowledge about and skills for applying to graduate programs.
- Learn about and use CSU’s Handshake.

### Assignments and Grades

Attendance and Participation: We meet 8 times during the semester. Due to the COVID pandemic, I will work to create opportunities for both in-class, as well as online, participation. Therefore, you can attend class on campus, or participate in an online discussion board. Class lectures will be available on Canvas for those participating online.

Class participation, either in-class or online, is worth **25%** of your overall grade.

Internship Essay: You will write one sociological paper that discusses your internship experience from an institutional perspective. We will build each part of the paper through 3 Canvas Postings. I will provide a rubric and clear instructions. **40%** of your total grade, which is composed of three postings at **10%** each and **10%** for the final version.

Internship Postings (3): You will post 3 times on Canvas, which will serve as a way to build your final paper.

Posting 1: Tell me about your internship from a personal perspective. What is your internship? Where do you work? Approximately how many people work there? What do you like/dislike about your internship? What do you do there? What is the ‘culture’ of the organization like? Your post should be no less than 500 words. This is worth **10%** of your total grade.

Posting 2: Choose a Sociological Paradigm through which to discuss your internship: Functionalist, Conflict, or Symbolic Interaction. Discuss the basics of the approach, what it focuses on, it’s main assumptions. How does this paradigm help you understand your internship sociologically? **10%** of your total grade.

Posting 3: Place your organization in a sociological context through an institutional framework. How large is your organization? Is it part of a larger organization? Within what institution does it operate? We will discuss this further in class. **10%** of your total grade.

Resume/CV and Cover Letter Project: We will use this class to be ‘job ready’ or ‘graduate school’ ready and we will tailor this project to your specific goals after graduation. If you seek to enter the job market, you will create a Resume and Cover Letter. If your goal is graduate school, you will create your CV and Personal Statement. We will discuss the requirements of the project in class. The Resume and Cover Letter Project is worth **20%** of your total grade.

Interview Activities: We will be working with Big Interview to hone our interview skills. The interview is important for both obtaining your ideal job and can be important for some graduate programs. One focus will be learning to better articulate why sociology is an important field of study for the job market. What skills does sociology provide? Why does it make you a stronger candidate for a particular position? If you are pursuing graduate school, why is sociology your focus? What aspects of sociology would you like to focus on in your graduate studies? The interview activities are worth **15%** of your total grade.

### Course Evaluation and Grading

Course Evaluation		Grading Scale			
Attendance/Participation	= 25%	A	93-100	C+	77-79
Internship Paper	= 40%	A-	90-92	C	70-76
Posting 1 = 10%		B+	87-89	D	60-69
Posting 2 = 10%		B	83-86	F	59 and lower
Posting 3 = 10%		B-	80-82		
Final	= 10%				
CV / Resume / Letter	= 20%				
Interview Activities	= 15%				
	100%				

**Contact Hours:**

This course requires 2 hours of contact time every other week. It is expected that students will spend approximately 4-6 hours between classes engaged in activities related to the assignments and requirements for this course.

**Academic Integrity:**

Academic integrity is essential to the intellectual vitality of the university and the ideals of education. I expect students to be honest and to conduct themselves with integrity in all aspects of the course. Dishonest conduct—which includes cheating, plagiarizing, or lying for the purpose of influencing a grade or for other academic gains—undermines the educational experience and is simply not acceptable. Any student found to have engaged in academic dishonesty will be subject to academic penalty and/or university disciplinary action. See the Colorado State University General Catalog for statements on academic integrity and student conduct: <http://catalog.colostate.edu/general-catalog/policies/students-responsibilities/>

**Important information for Students: All students should fill out a student-specific symptom checker each day before coming to class (<https://covidrecovery.colostate.edu/daily-symptom-checker/>).** In addition, please utilize the symptom checker to report symptoms, if you have a positive test, or exposed to a known COVID contact. If you know or believe you have been exposed or are symptomatic, it is important for the health of yourself and others that you report it through this checker. You will not be in trouble or penalized in any way for reporting. If you report symptoms or a positive test, you will receive immediate instructions on what to do and CSU’s Public Health Office will be notified. Once notified, that office will contact you and most likely conduct contact tracing, initiate any necessary public health requirements and/or recommendations and notify you if you need to take any steps. For the latest information about the University’s response, please visit the **CSU COVID-19 site** (<https://covidrecovery.colostate.edu/>).

**Disabilities:**

If you are a student who will need accommodations in this class, please let me know early in the semester. You may also want to contact the Student Disability Center at CSU for additional support:

- Phone: 970-491-6385
- Website: <https://disabilitycenter.colostate.edu>

**CELL PHONES in class**

I ask that you turn off your cell phone before class, or at the very least silence them. I will not tolerate texting during class. If I find you are texting in class, I will ask you to leave the classroom until you are finished. This is both for your own benefit, and also to create an environment focused on each other in class.

**Colorado State University Principles of Community**

The Principles of Community support the Colorado State University mission and vision of access, research, teaching, service and engagement. A collaborative and vibrant community is a foundation for learning, critical inquiry, and discovery. Therefore, each member of the CSU community has a responsibility to uphold these principles when engaging with one another and acting on behalf of the University.

**Inclusion:** We create and nurture inclusive environments and welcome, value and affirm all members of our community, including their various identities, skills, ideas, talents and contributions.

**Integrity:** We are accountable for our actions and will act ethically and honestly in all our interactions.

**Respect:** We honor the inherent dignity of all people within an environment where we are committed to freedom of expression, critical discourse, and the advancement of knowledge.

**Service:** We are responsible, individually and collectively, to give of our time, talents, and resources to promote the well-being of each other and the development of our local, regional, and global communities.

**Social Justice:** We have the right to be treated and the responsibility to treat others with fairness and equity, the duty to challenge prejudice, and to uphold the laws, policies and procedures that promote justice in all respects.

### SOC492: Course Schedule

As we progress through the semester, we may change this schedule according to topics we would like to cover. I will notify you of any changes through announcements on Canvas.

<b>Aug. 26</b>	<p><b>Introductions; Basics of the Internship Program; Syllabus and Course Expectations</b></p> <p style="text-align: center;">Discussions and Introductions</p>
<b>Sept. 9</b>	<p><b>Sociology Capstone:</b> Sociological Paradigms: Functionalism, Conflict Theory, Symbolic Interactionism – Analyzing our internships through a sociological perspective</p> <p><b>Due: Internship Journal Posting (On Canvas)</b></p>
<b>Sept. 23</b>	<p><b>Sociology Capstone:</b> Organizations and Institutions in the Sociological Perspective</p> <p><b>Due: Sociological Paradigm Posting (On Canvas)</b></p>
<b>Oct. 7</b>	<p><b>Networking and Job Hunting</b></p> <p><b>Due: Organizational and Institutional Context Posting (On Canvas)</b></p>
<b>Oct. 21</b>	<p><b>Getting Ready for your Job/Career or for Graduate School:</b> Resumes, CVS, Cover Letters and Personal Statements</p> <p><b>Due: Final Version of Internship Essay</b></p>
<b>Nov. 4</b>	<p><b>Being Competitive in the Job or Graduate School Market</b></p> <p><b>Due: Rough Draft of CV or Resume / Cover Letter or Personal Statement</b></p>
<b>Nov. 18</b>	<p><b>Interviewing and Professional Correspondence</b></p> <p style="text-align: center;">CSU’s Big Interview: <a href="https://colostate.biginterview.com">https://colostate.biginterview.com</a></p> <p><b>Due: Final Version of CV or Resume / Cover Letter or Personal Statement</b></p>
<b>Dec. 2</b>	<p><b>Due: Big Interview Assignment</b></p>