

MARE 480: Senior Internship / WI / GCC (3 credits)

Fall 2013 **TR 3:30 – 4:45 pm**

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Office Hours _____ **TBA** _____ **MSB 105**

Textbook: None required; handouts and readings will be assigned in class

Course Description:

Applications of knowledge and skills in a public, private or government agency involved in marine science education or research.

Prerequisite: Junior or Senior class standing; English 100; consent of instructor and pre-approved placement.

The purpose of the Marine Science Senior Internship at the University of Hawai'i at Hilo is to complement the student's field of study with practical, hands-on experience in a professional setting. Students are given the opportunity to apply knowledge learned in their college courses in an authentic context, learn the skills required for success in their chosen careers, and establish contacts with possible future employers. The program is designed so that students develop a series of learning objectives before embarking on the internship, and then compile supporting evidence and documentation from their work to demonstrate their progress towards those objectives. The course is writing intensive, and involves an oral presentation and written final report debriefing the internship experience. Students are expected to work approximately 15 hours per week for 11-13 weeks to meet the time requirement of the internship; the work may be condensed into a shorter period, and some of the time commitment (165 hours total) may involve work on ancillary projects that enhance and expand the actual internship experience. During the fall semester, coursework associated with the internship focuses on the development of skills and strategies for launching a successful career in marine science; for example, resume and grant writing skills, interview and other communication skills, and workplace ethics. Note that this is a *writing intensive class*, so writing competence will be a factor in grading.

Course Learning Outcomes

Upon completion of this course, students will be able to:

1. Draw upon primary sources in preparing the introductory "lit review" section of a proposal, critiquing and interpreting material from the literature in order to establish background content for the proposed internship
2. Establish the need and relevance of the project proposed in the internship and support that with evidence pulled from primary sources.
3. Access scholarly journals using library databases.
4. Produce written materials that articulate a line of reasoning; specifically, produce a proposal that identifies project objectives and establishes the need for the project, and a final paper that discusses the success in meeting the objectives.
5. Write clearly and effectively at the college level.
6. Present the results of the internship at the end of the semester in a formal presentation aimed at the Marine Science Department faculty and students.

7. Discuss the “need” and “relevance” of the proposed internship in terms of global and / or local community impacts, and describe explicitly in the Broader Implications section of the proposal how the internship project will allow the student, through the cooperating agency or facility, to effect positive change on a specific local, and /or global, community or environmental issue.

Internship Pre-approval

A pre-approved internship is required for class registration. The approval deadline for a summer internship is the Friday of finals week, spring semester. The approval deadline for a fall internship is the Friday of the first week of classes, fall semester. Once the internship is approved and the orientation meeting attended, students will be given an override to register for the course.

Mandatory Orientation Meeting for Students Doing Summer Internships

There will be a mandatory orientation meeting held after spring registration. Students who intend to use a summer internship to fulfill the internship component of the course must attend this orientation meeting. Students who intend to do the internship component during the fall semester should attend this spring meeting if at all possible, but may attend the meeting held at the start of fall semester.

Important Note About Diving

Only students who are UH Divers, with express written consent of the UH Dive Safety Office, may incorporate diving as part of their internship. Students should discuss this with Mauritius Bell (UHH Dive Safety Officer) – mvbell@hawaii.edu) ASAP to begin the approval process.

Grading

- 35% Project (including proposal, debrief, supervisor’s evaluation of internship, etc)
- 40% Product (including paper, presentation, journal, portfolio, Parr’s evaluation for recommendation letter, etc.)
- 25% Job search skills (including CV, interviews, cover letter, etc.)

Grades will be assigned on a straight percentage scale

A from 90.0%

B from 80.0%

C from 70%

D from 58%

Grading Policies

Late work will be accepted up to 2 days late, but will be marked down 25% if submitted after the due date and time as assigned. For assignments requiring a hard copy, an electronic copy by the due date/time is acceptable if followed by a hard copy within 2 days.

FAQs

I did an internship last summer – can I count that towards MARE480?

- No. A big part of the internship component of the class is writing objectives and a formal proposal in advance of doing the internship, and keeping a journal and doing some other formal academic activities during the internship period. Previously completed internship experiences should definitely be added to your CV, but cannot be used towards the MARE 480 internship component.

What if I find an internship in the middle of the summer / after the deadline for approving summer internships – can I do that?

- You should absolutely do an internship if the opportunity arises and get that experience listed on your CV, but you wouldn't be able to count that towards MARE 480. My kuleana with 480 officially begins in the fall, but because I want students to have the opportunity of doing summer internships, I have committed to keep track of work that students have already started by the end of finals week.

How do I find an internship that I can use for MARE 480?

- You can use REUs, including PIPES or MASSIP or you can use formal internship programs offered through NOAA, or various aquaria or agencies. You can also arrange to volunteer with an agency or organization (eg, DAR, etc.) and have very specific objectives (hence your proposal) that will allow your volunteer activities to be considered an internship for the purposes of MARE 480. Contact me with your ideas and interests and I can work with you to give you ideas for places to search for internship opportunities.

Can I use a paid internship?

- Yes, as long as it is clearly an internship, with specific objectives laid out in a proposal, as opposed to a job.

Can I do an internship with an agency I already have ties with, or have worked with in the past?

- Yes, as long as the internship project you propose (and have approved) is significantly different from what you've done there in the past. For example, a student who has volunteered at Mokupapapa Discovery Center working the desk and floor could propose an internship developing and carrying out lessons with the Education Dept. at the Center.

Any Student with a documented disability who would like to request accommodations should contact the University Disability Services Office at 933-0816 (V) or 933-3334 (TTY), Hale Kauanoë Wing Lounge A, as early in the semester as possible.

Advising is a very important resource designed to help students complete the requirements of the University and their individual majors. Students should consult with their advisor at least once a semester to decide on courses, check progress towards graduation, and discuss career options and other educational opportunities provided by UH-Hilo. Advising is a shared responsibility, but students have final responsibility for meeting degree requirements.