

Getting the Most Out of Your Internship, Clinical, or Practicum Experience



Overview

■ Expectations

- Your site supervisor should be clear with what is expected of you. If anything is unclear, ask.

■ Classroom → workplace/workplace → classroom

- What have you learned in the classroom that you can bring to the organization where you are interning?
- What have you learned in your internship, co-op, etc that you can bring into your studies and class work?



Overview Continued

■ Evaluation and feedback

- Regardless of the length of your internship or rotation, make it a point to have an evaluation with your supervisor at the mid-way point and again at the end of your experience.
- Solicit feedback from not only your direct supervisor on the site, but also other people with whom you worked closely.

■ Mentors/Supervisors

- Find someone who has the time and interest to be a mentor. It may be your supervisor or another contact you made on the site.



Looking for an Internship

- Presentations/lectures: make a connection with a speaker who presented on a topic relevant to your field of study.
- Online searches: large companies will often post these positions on their websites.
- Where you want to go/where you can go: are you able to search outside of your current city or state?
- Looking outside your area of study: internships and practica do not need to be an exact match, look for a relevant position in a different industry.

Looking for an Internship

- Faculty: this is often the best source of leads to internships, practicum, and other field experiences.
- Network: connect with people you know who work in your industry or field of study.



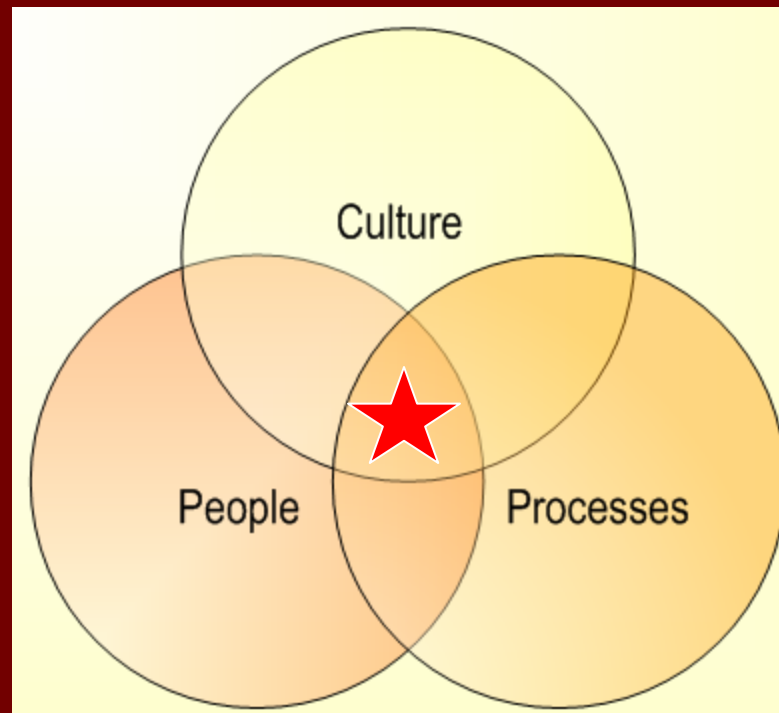
- Avoid cold calls: for internships, you need a connection to get in the door.

Evaluation

- What if it is not what you expect? What if it's not going well?
 - Talk to your site supervisor.
 - Talk to your advisor or field placement representative.
- Expectations
 - Your site supervisor should make the expectations clear before you begin the internships/clinical/practicum, etc.
 - Be aware of your own expectations.
 - Know your program's expectations as well.

Evaluation

- Experience
- Conflict resolution/mediation
- Don't just suffer through it, see about making changes that would make it better



Advancement

- Decide what is the next step is in your career.
 - Are you looking for a job offer?
 - Do you need a recommendation for a Ph.D. program?
- Document your experiences and benefits
 - This knowledge provides answers for future interview questions regarding your work experiences in different situations.
 - Write-up your projects or overall experience and post on your resume. Employers want to see what you have accomplished.
 - Resumes do not need to be one page.

Advancement

- Build relationships with the people you interact with
 - Ask for letters of recommendation.
 - Ask people to serve as your references.
- Many internships are unofficial interviews for the job.



For More Information

- Visit the PACES website at:

www.gvsu.edu/paces

OR

- Visit the Office of Graduate Studies website at:

www.gvsu.edu/gs

Office of Graduate Studies

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