

## INTERNSHIPS IN EXERCISE SCIENCE

### KIN 299

This program presents opportunities for students to pursue practical work experience in their chosen field of study that relates to their professional plans. It is expected that the student intern be a junior or senior with a major or minor in kinesiology. The department expects the student to have completed coursework necessary to carry out the objectives of the internship as well as possess the habits and motivation to be of benefit to the sponsoring agency. Furthermore, the student must understand that he/she represents Hope College during the entire internship and therefore should act professionally at all times.

**Program Learning Outcomes.** This course fulfills the following Learning Outcomes within the Kinesiology Major and Minor:

1. Describe, understand, and apply basic scientific knowledge, concepts and theories of nutrition, anatomy, physiology, biomechanics, metabolism and other supplementary topics as they relate to human movement and exercise.
5. Demonstrate the ability to effectively communicate (verbal, written, etc.) as a means to educate and manage the safe and proper instruction for fitness testing and/or exercise prescription, as well as to interact with co-workers and/or clients and to disseminate research findings.

#### INTERNSHIP GUIDELINES

##### 1. Required Hours

3 credits - 150 total hours (10 hours/week, 15 weeks)  
2 credits - 100 total hours (7 hours/week, 15 weeks)  
1 credit - 50 total hours (4 hours/week, 15 weeks)

There is flexibility in hours per week as long as the total hours are completed. For example, a student may desire to work 20 hours per week for eight weeks during the summer. The 160-hour total would more than meet the three-credit requirement. It is suggested, however, that the internship not be less than four weeks in length and not continue longer than one semester or 15 weeks. Students must register to take their internship in the semester in which the internship will occur (i.e., if you want to do your internship in the summer, you must register in the summer). It is expected that students will complete their required hours within the semester they are registered. If there are circumstances beyond the student's control that require hours to be continued beyond the registered semester, "I" grades will be assigned, and a maximum of 6 additional weeks will be allowed. Internships that are not completed within 6 weeks after the semester is over will receive a failing grade.

##### 2. Requirements

- a. Completion of correct number of hours (700 points, 70% of grade) This

portion of the grade will also be determined by the field sponsors evaluation of your professional competence.

**b. Journal (150 points, 15% of grade): SUBMITTED WEEKLY**

A daily record of the experience. This journal must be typed and should include adequate detail associated with student observation and/or activity. Hours of "work" should be included and highlighted such that the grader can easily confirm that the required number of hours have been completed. Journal entries are due the Monday following the completion of hours. If a journal is not submitted the Monday immediately following completion, the hours cannot be counted. It is hoped that this journal would serve as a valuable resource and tool if the student were to be involved in a similar setting in the future. An additional purpose of this journal is to allow students to understand that most (if not all) health professions require a substantial amount of documentation to ensure success.

**c. Written reflection / evaluation of experience (150 points, 15% of grade)** Upon completion of the required number of hours, the student will write a concise, honest and thoughtful reflection of the internship experience. The written evaluation must be grammatically correct. See document on reflective writing standards for specific guidelines.

**d. Additional project (% of grade TBD)**

An additional project may be required, if, in the view of the advisor and/or the field sponsor, such a project is warranted. For example, students may create business plans, office flyers or specific rehabilitation programs associated with the internship experience.

### **INTERNSHIP PROCEDURES**

1. Upon expression of interest in an internship, the student must make an appointment to meet with Dr. Sears to discern the goals and objectives of the internship as well as the rationale for engaging in the project.
2. If the idea warrants further development, the student must identify a site for the internship as well as a field sponsor. Internship opportunities are posted on the Handshake website.
3. The student and field sponsor will meet to discuss the goals and objectives of the internship. After this meeting, the student will fill out a department specific contract form. This form must be approved by Dr. Sears before presenting to the field sponsor for signature. The field sponsor must sign the form to indicate that he / she agrees with the methodology for the internship.
4. The signed internship contract form is uploaded to the associated Moodle site. The original is retained by the student.
5. Dr. Sears and the student will discuss the journaling process. Journals should be typed and submitted to the Moodle site weekly.
6. The intern will be evaluated by a written evaluation by the field sponsor both halfway through the experience as well as at the end.