

MEMO

To: Potential Internship Supervisors
From: Brock University Community Health Sciences

The Community Health Sciences department offers students the possibility of earning a half-credit toward their degree by taking part in an internship or field-work placement. It is up to the student to identify possible placements for their internship, part of which is finding an internship supervisor. This note describes some of the responsibilities of the placement supervisor and describes the types of activities which may be suitable for an internship. The course is designed to provide students with real-life experiences working in health care, health promotion, health research, and with health professionals. The emphasis is on experiential learning in a collegial atmosphere. Students are expected to be exposed to a variety of tasks, for example assisting therapists in providing treatment where appropriate, taking responsibility for some aspect of clinic administration or functioning, being involved in charting, data collection, data analysis, and carrying out discrete tasks pertinent to a particular placement. Students should be able to provide a service to the place of their internship while receiving an educational benefit from a variety of experiences which reflect the daily functioning of that environment. This concept of a symbiotic mutually beneficial relationship is at the core of a successful internship.

As an internship supervisor you will be responsible for administering the routine of the student and providing the opportunities for learning. Students are required to commit to a minimum of 50 hours of work, usually over a 12 week period. At the end of the internship you will need to submit a single page evaluation of the student's effort, development, learning and degree of professionalism while working with you. This evaluation is not the submission of a grade, just your opinion of the student's skill and development. Each student will have an academic advisor who will contact you intermittently and whom you are free to contact to resolve any questions that may arise during the course of the internship. The academic advisor may also contact you periodically to review the student's progress.

We thank you for being willing to supervise an internship. We recognize that this is a task beyond your normal regimen and trust that you will find your involvement with a motivated, energetic, and intelligent student to be a positive experience. Should you have any further questions please do not hesitate to contact the Chair of Community Health Sciences.