

NATV 352 - Native American Studies Undergraduate Internship Guidelines

The Native American Studies Undergraduate Internship is a significant feature of the bachelor's degree and is implemented as a course offering by the Native American Studies program. The goal of the program is to place students in working environments that will build their base of practical experience with Native American issues, programs, organizations and tribal nations. Students will have the opportunity to select internships relating to their focus in Native American Studies curricular strands: Leadership and Building Native Nations; Indigenous Learning Communities; Indigenous Arts and Media; and Indigenous Knowledge Systems.

Responsibilities

The Native American Studies program will be responsible for managing the internship program. With the assistance of students and faculty, NAS will identify potential internship sponsors, oversee the internship, ensure that the student dedicates the required time, counsel students, provide information to the site sponsor that can be used to generate a grade for the course, and act as a liaison between the agencies and organizations sponsoring the internship and the student placement.

The Native American Studies program is responsible for assuring that credit requirements are fulfilled under the University guidelines and for generating a grade based on the accomplishment of goals and the evaluations. Approved organizations or agencies sponsoring the internships will work directly with the NAS Faculty member to evaluate the educational validity of specific work environments as they relate to the students' chosen objectives and career goals. Recommendations will be accepted from students and faculty for potential organizations in which to place interns.

Students will be responsible for signing an internship contract, tracking time spent on internship tasks, reading the materials as required about the internship experience, performing the tasks and duties assigned to them by the sponsoring agency or organization, and/or faculty project, completing a midterm report and final internship evaluation relating to the internship and experience directly related to career goals. All students will keep a journal of their experiences. Student interns will meet with the NAS Faculty member once a month, or more often as needed.

Program Requirements

The term of the internships will correspond to the UNM calendar. An internship will last one semester and will be worth three credit-hours. To fulfill the time commitments and contact hours, students will be need to average 8 hours per week over the course of the 16-week term. Internships will be classified as independent study credit and must be sponsored by a NAS Faculty member. The student must approach the instructor the semester before they plan to take the internship.

The Native American Studies program will work closely with internship site making sure that the assigned supervisor provides a positive, structured learning experience for students. The learning experience will focus on general job skills related to day-to-day tasks, as well as insights into the overall mission of the agency or organization and how these relate to the objectives of Native American Studies.

The internship is non-paid and is for college credit and the on-the-job training and experience; limited internship opportunities may offer financial compensation for their contributions when agreed upon by contract. Upon completion of the internship, the internship sponsor will provide the student with an evaluation of his or her work based upon the goals and objectives listed in the student's internship contract. The sponsor will also provide a letter of recommendation for the student. The student will write a narrative evaluation of his or her own performance, again based on the goals and objectives listed in the student's contract. Students will also evaluate the agency or institution sponsoring the internship in terms of the potential for future internships for other students.