Anthropology, Geography, & Sociology
Internship Program
ANT400.001
Fall 2018

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Course Description:
This is a three to six semester hour course with 10 to 20 required hours of field instruction per week.
Instructor’s permission is required.

The internship placement is at Texas Folklore Society

Summary of student duties here
See attached internship agreement form.

Purpose
The anthropology internship is intended to provide hands on experience in a work setting. Intern students will have the opportunity to use anthropological knowledge to make sense of real world situations. SFA Anthropology interns have opportunities in a variety of places including: The Stone Fort Museum, the SFA Anthropology Lab, Texas Folklore Society, Ellen Trout Zoo in Lufkin, Chimp Haven National Chimpanzee Sanctuary, Nacogdoches Parks and Recreation, and many others.

Purpose/Objectives of the internship program are to:
1. Provide the student an opportunity to evaluate her/his chosen field of study in relation to Anthropology-related occupations
2. Provide opportunities to practice and develop skills in the student’s area of career interest
3. Provide the student direct acquaintance with realities addressed by concepts, models, and theories learned in the classroom
4. Stimulate the student’s interest and commitment in her/his chosen field
5. Develop a “work-based” reference for future full-time employment or graduate school

Work Schedule and Minimum Clock Hours to Receive Credit:
Each internship experience represents a unique learning opportunity. Consequently, the provision of quality experiential learning activities is emphasized in the semester-long internship. A minimum number of hours based on a 6 or 3 hour internship are expected to fulfill basic requirements for academic credit. It should be emphasized that a student may exceed the minimum hours in order to meet the objectives of
Note that a grade of WH is given at the discretion of the course instructor and department chair. Both must agree that a WH is appropriate. Furthermore, only students who have completed almost all of the course work will be considered for a grade of WH.

**Internship Timeframe (calendar)**

Step 1 (Semester before registration)

- Contact Advisor of the Department of Anthropology, Geography, and Sociology to discuss intention to do an internship
- Upon approval, the Chair directs the student to contact the departmental Internship Coordinator

Step 2 (Two weeks before preregistration)

- The Student contacts the internship coordinator
- The Coordinator provides details of appropriate agencies to the student
- The Student selects an agency or agencies to visit and meet the supervisory personnel
- The student submits an Application for Internship (refer to attachments)

Step 3 (Prior to registration)

- The Coordinator reviews the student’s application and approves or disapproves
- The Coordinator and the Student meet together and select the agency assignment
- The Student and the Agency Supervisor (field supervisor) will meet and agree on a work plan and the internship objectives (work responsibilities, requirements, time-to-work schedule, etc.)
- The Internship Coordinator must approve work plans and objectives

Step 4 (Registration)

- The Student registers for ANT’ 400

Step 5 (Start of semester)

- The Student begins work, observes his/her supervisor or other staff member performing assigned tasks, and becomes a team member of the organization

Step 6 (Throughout the semester)

- The field supervisor (or designee) monitors student’s performance
- The student maintains a journal outlining tasks performed and the progress toward accomplishing the internship objectives
- The Internship Coordinator maintains contact with the agency supervisor to discuss work progress with the student
- Student meets periodically with the Internship Coordinator