

### **Learning Objectives for Internship/Field Practicum**

The Community and International Development program offers students the opportunity to gain practical experience outside of the classroom. Students are required to submit a weekly report that illustrates a thorough understanding of the listed 8 learning objectives. Students may use the examples below each objective as a guide. In order to successfully complete this course, students are required to create a portfolio summarizing their experience, learning objectives and accomplishments gained through the internship. Students will also be responsible for presenting their findings in a final presentation which illustrates their knowledge in each area whereby a letter grade will be given.

Upon the completion of a minimum of **720 hours** of internship, students are expected to meet the following learning objectives:

- 1. Application:** Apply theoretical concepts related to both core courses and area of concentration, in practice setting:
  - Understanding of community, community development and community assessment as experienced in practice;
  - Apply basic knowledge related to grant writing and fundraising;
  - Be able to understand and apply the principles of project evaluation in practice;
  - Explore the main theoretical concepts as applied to area of concentration, in practice setting.
  
- 2. Knowledge:** Understand and apply the project cycle management framework to tasks as either project managers, or project evaluators;
  
- 3. Exploration:** Explore and critically analyze the macro environment they will work with as project managers:
  - Identify main stakeholders;
  - Identify existing resources;
  - Do a baseline study of the agency/organization, as related to CIDP requirements as well as student's area of concentration

- Benchmark existing programs that are working in the same area as the agency/organization the student is completing his/her internship with;
- Do an organizational profile, and analyze main issues related to organizational development and leadership.

**4. Identification:** Understand and comply with internal and external policy, as well as the professional ethics required by the structure of internship:

- Identify existing organizational policy and analyze the way they apply to
- Identify professional ethics and assess them, as they impact development in the agency/organization the student is placed with

**5. Innovation:** Be able to design a project and conduct it, following all stages of project management:

- Programming – exploring and understanding macro policy as well as organizational priorities for your agency/organization’s targeted area;
- Identification of need – community assessment stage;
- Project planning and project design;
- Financing – grant writing, fund raising, and budgeting a project;
- Implementation;
- Monitoring and evaluation.

**6. Engagement:** Prepare for and participate in a workshop/training session through Andrews University, the internship site/agency/organization which you are doing your internship or a government or public institution. Be able to disseminate the knowledge and expertise accumulated during the training/workshop:

- Prepare a training curriculum related to the student’s area of concentration;
- Organize a training session, using marketing abilities to attract audience;
- Deliver the training session, including evaluation forms of the training session to the audience;
- Complete a self-evaluation report/form, and critically discuss it with your supervisor.

**7. Evaluation:** Be able to incorporate the practical expertise into the final project and defend it both with the practicum supervisor and the academic advisor who supervises the training

- Complete an agency/organization profile, as part of the final project;
- Complete a baseline study of the agency/organization, with the cooperation of your supervisor;

- Complete a specific project, as designated by your supervisor, related to program design, project design and implementation, benchmarking, grant writing or specific research.

**8. Demonstration:** Demonstrate a thorough understanding of competencies in the humanitarian sector:

- Understand humanitarian contexts, and applying humanitarian principles and standards
- Understand operating contexts, key stakeholders and practices affecting current and future humanitarian interventions
- Demonstrate understanding of phases of humanitarian response including preparedness and contingency disaster risk reduction, response and recovery
- Apply understanding of political and cultural context and underlying causes of humanitarian crisis

**9. Cross-cutting Issues:** In the event that all objectives cannot be met, it is important that students meet with the course instructor to discuss alternatives. Additional learning objectives, specific to the nature of each internship experience, may be presented by the student for the approval of the course instructor.

**Listed below are the competencies that you should gain from your internship and explain how you gained them:**

1. Understanding development contexts and applying development principles, practices, and strategies
2. Understanding community and international development mechanism
3. Understanding humanitarian contexts and applying humanitarian principles
4. Demonstrating leadership in humanitarian response and management
5. Operating safely and securely at all times
6. Cultural Competency
7. Planning and delivery of work
8. Analysis and use of information
9. Organization awareness
10. Managing change
11. Faith integration

12. Continual improvement
13. Achieving Results
14. Developing and maintaining collaborative relationships
15. Managing yourself in a pressured and changing environment
16. Decision making
17. Working with others
18. Communicating with others
19. Influencing
20. Monitoring & Evaluation Concepts (project cycle, results framework, etc)
21. Project design
22. Sampling for qualitative and quantitative surveys
23. Data Quality Management for all data collection activities
24. Qualitative and Quantitative techniques for data collection
25. Data Analysis
26. Use of statistical software
27. Evaluation design
28. Techniques for presenting information