

Guidelines to Writing Internship Learning Objectives

Internships provide students with an opportunity to put into practice skills they have learned while in school. In addition, students should have an opportunity to enhance those skills, obtain the perspective of a work environment and benefit from a mentor or supervisor's experience and advice.

To gain maximum benefit, the work experience must have a supervisor or mentor available to provide coaching and evaluation of the student. Before the internship begins, student and supervisor, with approval of your Faculty Coordinator, should develop several learning objectives to be met during the work experience.

Objectives are views as outcomes. In other words, what do you expect to learn or experience during your internship. Objectives are not tactics. In other words, objectives are not a punch list of tasks to be performed. Tactics should be listed for each objective. Each tactic should advance the particular objective it supports.

To begin writing Learning Objectives, first describe the job environment. You need to ascertain whether this environment will provide you with the opportunity and the means to enhance your skills and to contribute in a meaningful way. What is the name of the company? What does the company do? What department will you be working in? How does that department contribute to the company's mission? Is there a supervisor/mentor available to guide your experience?

Next, think about what you want to gain from this work experience. Do you want to learn case management? Do you want to discover new ways to enhance awareness of social service programs and duties? Do you want to learn how to effectively work with adolescents and emerging adults facing crisis? Do you want to learn how this organization intakes a new client? Use this list to develop at least three Learning Objectives.

Finally, list the specific tasks you will perform that lead to the accomplishment of each Learning Objective. List the contributions you will expect of your supervisor/mentor in guiding you in the performance of your tasks.

Make sure you type your submission. Use the spell-checker.

Sample Learning Objective

I have arranged to work for the Georgia Department of Human Services. They assist individuals in the community in social services areas of need. I want to help children and adults in crisis intervention. I have taken all the prerequisites in Psychology/Sociology courses that I will need for a fundamental understanding of serving these clients at CSU. If I obtain this internship, I would be working for Mr. Xena. He is the supervisor in charge of intake assessment and manages a case load. He has agreed to provide me with tutorials, books and on-line help. He will evaluate my work and make suggestions for improvement.

Learning Objective 1: Learn case management functions and roles

- Develop an excel spreadsheet of all clients on his case load, progress report and necessary information
- Work with team in developing the input, processing and introduction of services for each client
- Learn in intake assessment and case management so that I will be able to integrate my knowledge with their documentation procedures
- Participate in peer reviews and receive valuable feedback on my strengths and weaknesses

Learning Objective 2: Learn how to effectively work with adolescents and emerging adults facing crisis

- Assist the therapist or counselor with individual or group counseling sessions
- Assist with facilitating smooth transition into offered programs and services
- Assist with family counseling sessions

Learning Objective 3: Learn how to enhance awareness of social service programs and duties

- Assist the staff with Life Curriculum and putting into practice the tools and techniques I have learned
- Assist with facilitating programs and activities for clients and families
- Assist with providing all of the physical, psychological, and social needs of the clients