

PACE 495
Practicum and Internship
SYLLABUS for Fall 2009

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I. Introduction to the Course

In line with the liberal studies philosophy of the Peace Studies Certificate and the B.A. in Peace and Conflict Resolution (offered in cooperation with Interdisciplinary Studies), the PACE 495 Practicum and Internship is a wide-ranging, student-initiated volunteer experience of community service that seeks to integrate each student's classroom work and future career goals with hands-on work to ameliorate a pressing social need. The term "practicum" refers to supervised practical application of previously studied theory. Thus, the course provides an opportunity for students to apply the concepts learned in earlier peace and conflict resolution (PACE) courses.

II. Course Requirements

(1) Propose and execute a volunteer project involving approximately 100 hours of volunteer work at an approved agency (equivalent to 6.25 hours/week for a 16-week semester). You are required to submit a one or two-page project proposal (due no later than Friday, September 4) describing your project and the nature of your volunteer work. The proposal should include a list of your *learning and service objectives*. (You are welcome to submit your project proposal well before September 4 so that we can advise you as to whether it requires amendments.)

(2) Keep and submit (by December 16, 2009) a journal of the practicum experience (minimum of one journal entry per week; the suggested length for each entry is one-half page, typed); and

(3) Write a formal 8 to 10-page paper reporting and reflecting upon the practicum experience, including the extent to which the *learning and service objectives* stated in your proposal were accomplished, disappointments and difficulties along the way, and lessons learned. The paper must be typed and well written. Please make sure that you proofread your paper carefully. You are welcome to submit a draft of your paper for our comments, as long as the draft is submitted before December 4 (allowing us to give you comments before the final due date, which is December 16, 2009).

III. Assessment

The final grade is determined primarily by: your commitment to the project and diligence in meeting deadlines; the quality of your proposal; the quality of your journal; and the quality of your final paper. While we are primarily interested in the substance of your written work, the presentation and quality of writing is also part of our grading criteria. Note: All submissions should be emailed to: carolep@hawaii.edu and to program@hawaii.edu.

IV. Suggested Planning Schedule

The course does not have formal meeting times but we suggest the following schedule to meet the course requirements. Some students may wish to start their practicum before the formal start of the semester; feel free to send us your proposals early in that event.

Step 1: Consider your goals. Some students already have a keen sense of what they would like to do for their practicum. If not, we suggest that you meet with one of the instructors to review possible volunteer sites and discuss the following:

1. Are you volunteering at the moment?
2. What volunteer work have you done in the past?
3. What are your interests, career plans, or aspirations?
4. What agencies in Hawaii might be aligned with your interests?

Step 2: Contact agencies and explore possibilities for a self-organized volunteer project. A state-wide listing of agencies and volunteer opportunities is available at: Service Learning Program _University of Hawaii at Manoa, _QLCSS Room 209;_(808) 956-4641 (<http://www.hawaii.edu/servicelearning/>). Some possibilities (based on previous students' practicum experiences) include:

The Hawaii Food Bank
The Legal Aid Society
Habitat for Humanity
Institute for Human Services (homeless shelter)
Nature Conservancy
Salvation Army Family Treatment Center (infant care)
The Humane Society
The Zoo
Keiki Care After School Program
Big Brother/Big Sister Hawai`i

Please do NOT confine your thinking to this list. We hope that you will show initiative and find a volunteer opportunity that meets your interests and goals. Several previous

students have been able to create practicum experiences outside of Hawai`i, even in international settings.

Step 3: Once the student has selected an agency (and obtained its approval), the student writes a brief proposal for the instructors' approval (due no later than September 4, 2009), describing:

1. The agency at which the student will volunteer (name, location, purpose);
2. A brief description of the project, including the proposed student learning and service outcomes;
3. A basic plan for meeting the required 100 hours of service.

Step 4: Volunteer for approximately about 100 hours (6.25 hours/week for 16 week semester); keep a journal of the experience; and submit your 8-10 page paper documenting the experience. The final paper and journal should be submitted to the instructors no later than December 10, 2009. You should also meet with one of the instructors periodically during the semester to update us on your experience and to advise us as to whether you are experiencing any difficulties or special challenges.

Please feel free to email us if you have any questions regarding the course. We look forward to working with you.

Karen Cross and Carole Petersen, August 2009