

## HPW 450 Internship in Health Promotion and Wellness – Summer 2022

School of Health Sciences and Wellness

University of Wisconsin – Stevens Point

**COURSE DESCRIPTION:** A full semester, 12 credit (400-hour minimum) participation in a community or worksite health promotion and wellness setting. This course is the culminating experience for all Health Promotion majors and follows HPW 445 and the selection and acceptance to an approved internship site and the creation of an approved internship plan. Students work to accomplish the goals laid out in the internship plan under the guidance of the internship site supervisor. The internship site supervisor evaluates competency in the learning objectives of the course. Students also report back to the course instructor to detail and provide evidence of the completion of specific goals outlined in the internship plan. Students prepare a final presentation to reflect on their learning.

**CLASS SCHEDULE:** Students secure an internship site that may be local, regional, national or international. Internship hours and schedule are mutually agreed upon by the student and the supervisor at the internship location.

### **UWSP INTERNSHIP COORDINATOR:**

Corey Huck, PhD

CPS 242

(no office phone #, use [email](#) and/or [book a meeting](#))

[chuck@uwsp.edu](mailto:chuck@uwsp.edu)

**INTERNSHIP OBJECTIVES:** Students will be able to:

1. Develop and evaluate an effective health promotion/wellness program
2. Demonstrate confidence and competence in a professional setting
3. Communicate ideas and concepts clearly in writing
4. Demonstrate effective oral communication/presentation skills
5. Demonstrate an unbiased, empathetic, and non-judgmental disposition when interacting with others
6. Manage and resolve conflict in an effective manner
7. Support and contribute to a team atmosphere
8. Take initiative and be assertive with questions and ideas
9. Gain further understanding of the impact of your university education and your personal responsibility as a member of a larger community

These objectives meet the goals of the Capstone Experience in the Major requirement of the General Education Program (GEP):

- Complete a project that integrates knowledge, skills, and experiences related to those General Education Program Outcomes appropriate to the discipline.
- Demonstrate skills, processes, and resources needed to make a successful transition from college to the world beyond.

**GRADES:** This course is Pass/Fail. A Pass is earned by completing the required hours of internship (400 hours minimum or more if that is specified in your plan) and ALL of the course assignments in a timely manner (total hours of course with assignments, surveys, evaluations, presentations, travel, etc. = 540 hours). The internship plan is a contract between the student and the internship site supervisor for what is expected. The internship site supervisor will evaluate the student mid way through internship and at the end and provide an A-F rating. An evaluation of "F" will be considered failing and the student will need to repeat the internship course. While the final rating of the internship supervisor may not contribute to GPA, it is indicative of how strong a reference you will receive from your supervisor.

**REQUIREMENTS:** In addition to completing the goals outlined in your internship plan and fulfilling the 400+ hours, you need to complete the following:

1. Provide us with an electronic copy of your final internship plan. If changes (mutually agreed upon by you and the site supervisor) are made to this plan, you will send an updated version of the plan. If the supervisor at your internship site changes, you will send us the updated name and contact information.
2. **Send an email at the end of Day 1 of your internship** to let us know you are on location and that your internship has officially started. Send it to [corey.huck@uwsp.edu](mailto:corey.huck@uwsp.edu)

3. **Every two weeks (or weekly if you prefer) send a log sheet** with a brief description of your daily activities, a reflection of lessons learned, and the hours you have worked (log sheet format will be available on Canvas along with an example). **You are required to CC your internship supervisor on this email.**
4. Send examples of the projects you are working on (brochures, programs, newsletters, etc)
5. Near the completion of 200 hours of interning, meet with your internship site supervisor to have them complete the **Mid Semester Evaluation Form**. With your internship supervisor, discuss your strengths and decide on what you need to work on during the second half of your internship (do you need to focus on gaining experience in some areas, more work on effective communication, attention to professional behavior, etc). Write these on the evaluation forms and send (email) these forms to me.
6. Complete the **picture and paragraph assignment** (full instructions and example in Canvas). Create a word document with a summary of what you have done during your internship and include a photo which exemplifies one aspect of your internship. Submit virtually within the assignment.
7. At the end of the internship have the site supervisor **complete your Final Evaluation** and have them send (email) this to me.
8. Present your **internship summary powerpoint presentation** (your final presentation as an undergraduate student) on the Friday before commencement ceremony, 12-3pm, **August 19<sup>th</sup>** during our final intern meeting. You will present during a Zoom meeting (or in-person if permitted with COVID). Mark your calendars now for this meeting. You'll be expected to **create a presentation** detailing and reflecting on what you accomplished during your internship (i.e., what you learned, how your education at UWSP (academic or non-academic) prepared you and what was missing from your education that would have been useful to you. Full instructions are available on Canvas. Dr. Huck will send a calendar invite for the meeting 1-month in advance.
9. Complete the **Assessment Assignment** addressing the following three topics:
  - Explain the benefits of integrating the dimensions of wellness when addressing a health-related issue within your internship experience.
  - Reflect on how your internship experience has helped you gain further understanding of your university education (for example you could discuss how what you learned in various classes or involvement in campus activities or organizations became helpful during your internship).
  - Reflect on how your internship experience has helped you gain an enhanced sense of your personal responsibility as a member of a larger community.
10. Complete an **evaluation of your internship site** (form will be provided in Canvas)

#### **TIPS FOR A SUCCESSFUL INTERNSHIP:**

1. Take initiative; get involved in everything you possibly can at your internship site
2. Be professional
3. Show up on time all the time with a smile on your face
4. Get to know people at your internship site. Go out of your way to introduce yourself to others; connections are important
5. If you are not being allowed to accomplish the goals laid out in your intern plan, or if you are having any issues with your internship discuss this SOONER rather than later with your supervisor and with me.