POSC 430: Internship in Practical Politics (1-3 credits)

Registration Instructions

Prerequisites and information:

- Students must have completed at least 45 credit hours.
- Students must have a minimum GPA of 2.50.
- The first three credits of POSC 430 count toward requirements for the Political Science major.
- POSC 430 may be repeated, but any credits earned beyond the first three do not count toward requirements for the major, but do count toward an additional political science concentration.
- **Deadline:** Fourth Friday of every semester

Procedure:

1. Find an internship via the tips below and/or by meeting with your Career Consultant at the Center for Career Development. Use Handshake to make an appointment.

2. Print a job description for your internship. If you found the position on Handshake, print the job description provided there. If the position is “self-found” (not found through Handshake or someone at the Center for Career Development), you must provide the job description for your internship position.

3. Obtain a Learning Contract from the Center for Career Development in 614 Union or from Lauren Watson at WatsonL3@duq.edu. You will then be assigned a Faculty Director to work with you during your internship.

4. Complete the Learning Contract. Meet your Worksite Supervisor and Faculty Director to have them complete their sections. Make sure you obtain all required signatures!

5. Return the completed Learning Contract to the Center for Career Development or Lauren Watson by the **deadline: fourth Friday of every semester**.

To find an internship:

- Use Handshake, the Career Development online job board. Create a saved search reflecting your career interests to receive additional notices. Watch for internship and job announcements from Handshake in your email.

- For additional internship opportunities, explore the Political Science department’s Internship web page as well as other sites that may be suggested by the Center for Career Development.

- Identify government offices, agencies, nongovernmental organizations, and companies with which you’d like to gain experience in your major. Explore their web sites for internship opportunities or consider sending letters of inquiry for internship information.

- Network through student organizations, student chapters of professional associations, professors, networking events with alumni, and at job fairs for internship opportunities.

*If you, your employer, or faculty director have questions, contact Lauren Watson at watsonL3@duq.edu.*