

Common Course Outline
HUMS 274
Human Services Internship
4 credit hours

The Community College of Baltimore County

Description

HUMS 274 – 4 credits - Human Services Internship is the capstone course for study in the Human Services Program. This internship offers the opportunity to gain field experience through a supervised work experience with an appropriate agency. Minimum 96 hours required on-site time.

Prerequisite or Co requisite: HUMS 220 or HUMS 260 and permission of the program coordinator

Overall Course Objectives:

Upon completion of this course the student will be able to:

1. describe the placement agency's structure, philosophy of treatment and funding sources;
2. secure own internship placement;
3. define the different roles of workers within the agency;
4. explain how the agency interacts with other human service agencies;
5. complete comprehensive and timely records;
6. carry out activities specific to the agency placement;
7. represent the agency to the community;
8. identify legal and ethical issues faced during internship experience;
9. utilizes acquired knowledge and skills during internship experience;
10. integrate classroom theory and internship experience; and
11. demonstrate ability to communicate effectively through written and oral communication.

Major Topics:

- I. Goal setting
- II. Time management
- III. Record keeping
- IV. Stress management
- V. Multi-culturalism
- VI. Ethical and Legal Issues
- VII. Theoretical application
- VIII. Workforce issues
- IX. Oral communication skills
- X. Written communication skills
- XI. Case management

Course Requirements

Grading:

Grading procedures will be determined by the individual faculty member but at minimum will include the following:

1. At least one evaluation by the field supervisor
2. Weekly written reflection journals
3. Weekly meetings with supervising faculty member
4. Documentation of a minimum of 96 hours at the placement site, signed by the field supervisor
5. End of internship reflection paper

Other Course Information

This is a capstone course for the HUMS program.