

**Common Course Outline**  
**HUSC 273**  
**Internship in Human Services Counseling**  
**3 Credits**

**The Community College of Baltimore County**

**Description**

**HUSC 273 – Internship in Human Services Counseling** provides an opportunity to gain supervised field experience in an agency setting appropriate to students' career goals. This course serves as a capstone experience for the Human Services Counseling program, and requires 100 hours of supervised field experience, 20 hours of career development activities, and 15 hours of instruction or supervision.

**3 Credits**

**Prerequisites:** Consent of the program coordinator

**Overall Course Objectives**

Upon completion of this course students will be able to:

1. develop a professional resume;
2. participate in the job search and interview process;
3. secure their own internship placement;
4. describe the placement agency's structure, including philosophy of treatment and chain of command;
5. define the different roles within the agency;
6. complete timely and comprehensive record-keeping tasks in compliance with agency policies and relevant state or federal laws;
7. identify at least 5 individual goals to pursue during the internship placement in collaboration with the site supervisor and faculty mentor;
8. carry out relevant tasks as assigned by the site supervisor, staying within their scope of practice;
9. implement a self-care plan;
10. represent the agency to the community;
11. identify legal and/or ethical issues encountered during the internship, and take appropriate steps to resolve those issues;
12. interact with clients and service providers in a culturally-competent manner;
13. integrate classroom theory and internship experience; and,
14. employ appropriate objective writing or documentation skills appropriate to the internship placement.

**Major Topics**

- I. Resume building skills

- II. Job seeking and interviewing strategies
- III. Workplace professionalism
- IV. Goal setting
- V. Documentation and record-keeping
- VI. Self-care
- VII. Legal considerations
- VIII. Ethical issues
- IX. Cultural competence
- X. Oral communication skills
- XI. Written communication skills

### **Course Requirements**

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

### **Grading/exams**

Grades are assigned in collaboration between the faculty advisor and site supervisor.

Written assignments will at a minimum include:

At least 8 reflective journals, minimum 1 page in length

One resume and cover letter

One professional social media presence (such as LinkedIn)

One written evaluation of a mock interview

One reflection paper describing the internship experience, minimum 3 pages in length

Written Assignments: Students are required to use appropriate academic resources.

### **Other Course Information**

This course is a program requirement for the Human Services Counseling degree program. This course fulfills the State of Maryland Board of Professional Counselors and Therapists requirement for three of the six required credit hours in Internship/Field Placement.