

POL30003 Public Affairs Internship

Credit Points:	25
Level:	3 (Undergraduate)
Dates & Locations:	2011, Parkville This subject commences in the following study period/s: Semester 1, Parkville - Taught on campus. Semester 2, Parkville - Taught on campus.
Time Commitment:	Contact Hours: To be determined in consultation with organisation officers and program staff Total Time Commitment: Not available
Prerequisites:	25 points at Level 1 in Politics and International Studies, and 37.5 points at Level 2 in Politics and International Studies.
Corequisites:	None
Recommended Background Knowledge:	Politics and International Studies Levels 1 & 2
Non Allowed Subjects:	166-043 Public Affairs Internship 166-039 Public Affairs Internship (Int. Students) 166-013 Parliamentary Internship 166-044 Parliamentary Internship (Int. Students)
Core Participation Requirements:	For the purposes of considering request for Reasonable Adjustments under the disability Standards for Education (Cwth 2005), and Students Experiencing Academic Disadvantage Policy, academic requirements for this subject are articulated in the Subject Description, Subject Objectives, Generic Skills and Assessment Requirements of this entry. The University is dedicated to provide support to those with special requirements. Further details on the disability support scheme can be found at the Disability Liaison Unit website: http://www.services.unimelb.edu.au/disability/
Coordinator:	Dr Thomas Davis
Contact:	Dr. Tom Davis tdavis@unimelb.edu.au
Subject Overview:	In this subject students will have active experience working for a senior person with a policy-making and management role in a government, non-government or community-based organisation. Students will be required to use their own networks to make an initial contact with a potential organisation. Their choice will then need to be ratified by the School. The central task will be to complete a policy report of relevance to the organisation. Students who complete this subject should have well-developed analytical, research, interviewing and report-writing skills enabling the provision of consultancy-type research services. and have high-level interpersonal skills developed through interaction with a range of people involving several tiers of government and a plurality of interests.
Objectives:	<ul style="list-style-type: none"> # have an understanding of the organisation in which they are placed and of their policy making responsibilities, approaches and contexts. # have well-developed analytical, research, interviewing and report-writing skills. # have practical skills enabling the provision of consultancy-type research services. # have high level interpersonal skills developed through interaction with a range of people in and connected with their placement.
Assessment:	A research essay of 6000 words (75%), and a reflective essay of 2000 words (25%) both due at the end of semester. Assessment submitted late without an approved extension will be penalised at 10% per working day. All pieces of written work must be submitted to pass this subject.
Prescribed Texts:	none

Breadth Options:	This subject is not available as a breadth subject.
Fees Information:	Subject EFTSL, Level, Discipline & Census Date, http://enrolment.unimelb.edu.au/fees
Generic Skills:	<ul style="list-style-type: none"> # Be able to research through the competent use of the library and other information sources, and be able to define areas of inquiry and methods of research in the preparation of policy research reports or work portfolios. # Be able to conceptualise theoretical problems, form judgements and arguments and communicate critically, creatively and theoretically through report writing, workplace discussion and presentations. # Be able to communicate knowledge intelligibly and economically through report writing and workplace discussion. # Be able to manage and organise workloads for recommended reading and the completion of work assignments and assessment. # Be able to participate in team work through involvement in internship placements.
Notes:	<p>Students will only be permitted to take one politics and International Studies internship as part of a BA. This subject has a quota of 30 students per semester. An application process applies.</p> <p>POL30003 Public Affairs Internship is not available as a Breadth subject.</p>
Related Course(s):	Bachelor of Public Policy and Management
Related Majors/Minors/Specialisations:	Political Science Major Politics and International Studies Politics and International Studies