

## MULT30019 Arts Internship

<b>Credit Points:</b>	12.50															
<b>Level:</b>	3 (Undergraduate)															
<b>Dates &amp; Locations:</b>	2012, Parkville This subject commences in the following study period/s: Semester 1, Parkville - Taught on campus. Semester 2, Parkville - Taught on campus.															
<b>Time Commitment:</b>	Contact Hours: 80-100 hours placement, 2 hour induction, 8 hours pre-placement, 2 hours mid-placement, 8 hours post-placement Total Time Commitment: 132-152 hours.															
<b>Prerequisites:</b>	Completion of 100 points in the Bachelor of Arts. Confirmation of enrolment in this subject will be based on submission of a resume and internship application form outlining your goals and plans for the internship. Due 31 January.															
<b>Corequisites:</b>	None.															
<b>Recommended Background Knowledge:</b>	None.															
<b>Non Allowed Subjects:</b>	<table border="1"> <thead> <tr> <th>Subject</th> <th>Study Period Commencement:</th> <th>Credit Points:</th> </tr> </thead> <tbody> <tr> <td>POLS30001 Parliamentary Internship</td> <td>Semester 1, Semester 2</td> <td>25</td> </tr> <tr> <td>POLS30002 Public Affairs Internship (Int.Students)</td> <td>Semester 1, Semester 2</td> <td>25</td> </tr> <tr> <td>POLS30003 Public Affairs Internship</td> <td>Semester 1, Semester 2</td> <td>25</td> </tr> <tr> <td>SOCI30005 Sociology Internship</td> <td>Semester 2</td> <td>25</td> </tr> </tbody> </table>	Subject	Study Period Commencement:	Credit Points:	POLS30001 Parliamentary Internship	Semester 1, Semester 2	25	POLS30002 Public Affairs Internship (Int.Students)	Semester 1, Semester 2	25	POLS30003 Public Affairs Internship	Semester 1, Semester 2	25	SOCI30005 Sociology Internship	Semester 2	25
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<b>Core Participation Requirements:</b>	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: <a href="http://www.services.unimelb.edu.au/disability/">http://www.services.unimelb.edu.au/disability/</a>															
<b>Coordinator:</b>	Dr Violeta Schubert															
<b>Contact:</b>	<a href="mailto:arts-internships-info@unimelb.edu.au">arts-internships-info@unimelb.edu.au</a> (mailto: <a href="mailto:arts-internships-info@unimelb.edu.au">arts-internships-info@unimelb.edu.au</a> )															
<b>Subject Overview:</b>	<p>This subject involves completion of an 80-100 hour work placement integrating academic learning, employability skills and attributes and an improved knowledge of organisations, workplace culture and career pathways. The placement is supplemented by pre- and post-placement classes, including a compulsory placement induction in Week 1 and compulsory pre-placement sessions in Weeks 2 &amp; 3, designed to introduce workplace culture and strategies for developing, identifying and articulating employability skills and attributes and linking them to employer requirements. The placement should draw on specific discipline skills associated with the course of enrolment. Pre-placement seminars will also include career development and planning, self-assessment, reflexivity and professional skills.</p> <p>Students are responsible for identifying a suitable work placement, by Week 1 of semester, with support from Student Programs staff. In the semester prior to your placement you should attend Careers &amp; Employment (C&amp;E) employment preparation seminars and workshops and access other C&amp;E resources to help you to identify potential host organisations (<a href="http://www.services.unimelb.edu.au/careers/">http://www.services.unimelb.edu.au/careers/</a> (<a href="http://www.services.unimelb.edu.au/careers/">http://www.services.unimelb.edu.au/careers/</a>)). You will need to commence your approaches to organisations at least 4 weeks before the placement. More information is available in the Subject Guide. Placements must be approved</p>															

	<p>by the Coordinator. If you have problems finding a placement you should contact the Course Coordinator.</p> <p>On completion of the subject, students will have completed and reported on a course-related project in a workplace. They will also have enhanced employability skills including communication, interpersonal, analytical and problem-solving, organisational and time-management, and an understanding of career planning and professional development.</p>
<b>Objectives:</b>	<p>On completion of this subject, students will be able to:</p> <ul style="list-style-type: none"> <li>• identify and articulate their knowledge and skills and apply them to relevant organisational contexts and work-settings; as well as linking them to specific professions and career pathways;</li> <li>• produce original work in an appropriate format which demonstrates analytical, research and problem-solving skills;</li> <li>• review and reflect on the process and output of a work project/placement to articulate their academic and career development learning from the experience;</li> <li>• understand the value of industry and professional networks and their importance to self reliance, lifelong learning and career progression.</li> </ul>
<b>Assessment:</b>	<p>1,500 word career case-study based on an information interview with an employee in your placement organisation, including a strategic career plan. Due early semester. (30%) 2,000 word essay on the placement experience. Due at the start of the examination period (50%) Team-focussed activity: 20 minute group presentation on a work-related or discipline specific topic (10%). Individual Academic poster on the group presentation topic (10%) (presentations and posters to be presented in Weeks 10, 11 &amp; 12 classes). Online discussion participation. (hurdle) 80 hours of satisfactory work placement. (hurdle) Seminar attendance – 100%. (hurdle)</p>
<b>Prescribed Texts:</b>	Readings and resources will be provided via the LMS.
<b>Breadth Options:</b>	This subject is not available as a breadth subject.
<b>Fees Information:</b>	Subject EFTSL, Level, Discipline & Census Date, <a href="http://enrolment.unimelb.edu.au/fees">http://enrolment.unimelb.edu.au/fees</a>
<b>Generic Skills:</b>	<ul style="list-style-type: none"> <li>• Demonstrated flexibility, adaptability, time management and organisational skills as a result of their participation in the workplace;</li> <li>• Ability to communicate effectively in a professional workplace and to work with and interact with a wide range of people inside and outside their host organisations, including working in teams;</li> <li>• Understanding of organisational culture and ethics, work practices, and the diversity of workplaces;</li> <li>• Demonstrate analytical, problem-solving research, and report-writing skills;</li> <li>• Ability to manage and plan work;</li> <li>• Capacity for initiative and enterprise;</li> <li>• Capacity for lifelong learning, self reliance, self-reflection and professional and career development.</li> </ul>
<b>Notes:</b>	This subject is available as an elective subject in the Bachelor of Arts.