

## PPMN90039 Executive Internship

<b>Credit Points:</b>	25
<b>Level:</b>	9 (Graduate/Postgraduate)
<b>Dates &amp; Locations:</b>	2016, 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: 4 seminars scheduled throughout the semester. Other hours to be determined in consultation with organisation officers and program staff Total Time Commitment: Total of 340 hours
<b>Prerequisites:</b>	<ol style="list-style-type: none"> <li>1 Entry into the Master of Public Policy and Management or the Master of Social Policy.</li> <li>2 Permission from the internship coordinator is required.</li> <li>3 The selection process for this subject includes consideration of academic performance.</li> <li>4 All students need to be in their final 100 points of the degree in the semester they intend to enrol.</li> <li>5 All students are required to apply for this subject in the semester prior to commencement of the internship, via the online application form:</li> </ol> <p><b><a href="https://artsunimelb.formstack.com/forms/internship_application">https://artsunimelb.formstack.com/forms/internship_application</a> (<a href="https://artsunimelb.formstack.com/forms/internship_application">https://artsunimelb.formstack.com/forms/internship_application</a>)</b></p> <p>Students will be notified about the outcome of their application after the release of the Semester results of the semester preceding the internship semester.</p>
<b>Corequisites:</b>	None
<b>Recommended Background Knowledge:</b>	Public Policy, Sociology or Politics at Undergraduate level
<b>Non Allowed Subjects:</b>	PPMN40003 Executive Internship
<b>Core Participation Requirements:</b>	For the purposes of considering request for Reasonable Adjustments under the Disability Standards for Education (Cwth 2005), and Student Support and Engagement Policy, academic requirements for this subject are articulated in the Subject Overview, Objectives, Assessment and Generic Skills sections of this entry. It is University policy to take all reasonable steps to minimise the impact of disability upon academic study, and reasonable adjustments will be made to enhance a student's participation in the University's programs. Students who feel their disability may impact on meeting the requirements of this subject are encouraged to discuss this matter with a Faculty Student Adviser and the Disability Liaison Unit: <a href="http://www.services.unimelb.edu.au/disability/">http://www.services.unimelb.edu.au/disability/</a>
<b>Coordinator:</b>	Dr Lea Campbell
<b>Contact:</b>	<b><a href="mailto:lea.campbell@unimelb.edu.au">lea.campbell@unimelb.edu.au</a> (<a href="mailto:lea.campbell@unimelb.edu.au">mailto:lea.campbell@unimelb.edu.au</a>)</b>
<b>Subject Overview:</b>	<p>In this subject students will be placed in an organisation which either has governmental responsibilities or deals with government, where they will work under the supervision and guidance of a senior manager in the 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 department. Students will carry out research or analytical exercises of relevance to the organisation that will be involved in high-level and complex policy making. Students will study the structure, culture and policy environment of the organisation and develop advanced analytical, research and report-writing skills as well as negotiating and interpersonal skills. Students completing this course should expect to acquire significant insight into the complexities of policy making and management. During the internship an academic supervisor will advise them.</p> <p>If primary research is carried out during the internship, ethics approval is the responsibility of the host organisation.</p>

<b>Learning Outcomes:</b>	<p>On completion of this subject students should:</p> <ul style="list-style-type: none"> <li># have an understanding of the organisation in which they are placed and of its policy making responsibilities, approaches and context;</li> <li># have well-developed analytic, research, interviewing and report-writing skills;</li> <li># have practical skills enabling the provision of consultancy-type research services;</li> <li># have high level interpersonal skills developed through interaction with a range of people in and connected with their placement.</li> </ul>
<b>Assessment:</b>	<p>A report or professional portfolio of 8000 words (80%) due during the examination period. A reflective essay of 2000 words (20%) due during the examination period. Hurdle Requirement: A mid-semester progress report and Supervisor's assessment report. Seminar attendance is compulsory for all classes. All pieces of written work must be submitted to pass this subject.</p>
<b>Prescribed Texts:</b>	None
<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>	<p>On completion of this subject students should:</p> <ul style="list-style-type: none"> <li># 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;</li> <li># be able to conceptualise theoretical problems, form judgements and arguments and communicate critically, creatively and theoretically through report writing, workplace discussion and presentations;</li> <li># be able to communicate knowledge intelligibly and economically through report writing and workplace discussion;</li> <li># be able to manage and organise workloads for recommended reading, and the completion of policy research reports;</li> <li># be able to participate in team work through involvement in workplace placements.</li> </ul>
<b>Links to further information:</b>	<a href="http://ssps.unimelb.edu.au/">http://ssps.unimelb.edu.au/</a>
<b>Notes:</b>	All students are required to apply for this subject in the semester prior to commencement of the internship, via the online application form.
<b>Related Course(s):</b>	<p>Master of Public Administration  Master of Public Administration (Enhanced)</p>
<b>Related Majors/Minors/Specialisations:</b>	<p>100 Point Master of Public Policy and Management  100 Point Master of Social Policy  150 Point Master of Public Policy and Management  150 Point Master of Social Policy  200 Point Master of Public Policy and Management  200 Point Master of Social Policy</p>