

Internship Essay Outline

In partial fulfillment of the requirements of Student Affairs Internship (CNS 595).

- (1) Describe your department's philosophy of “professional development.” Compare/contrast it with your personal philosophy of “professional development.”
- (2) Describe how your department translates this philosophy into action; i.e., describe the “professional development” activities sponsored by your department, both on a routine basis and on an individualized basis.
- (3) Describe the professional development activities that you personally (a) have facilitated, and (b) have participated in. Include your assessment of those activities in terms of (a) value to the organization, and (b) value to you personally.
- (4) Describe how you would change the “professional development” activities of your department if you were solely responsible for its implementation.
- (5) Describe any professional development activities you have participated in outside your department. Evaluate those experiences in a comprehensive manner.
- (6) Attach an appendix which lists specific “professional development” activities that you engage in on an ongoing basis. Include specific dates and the approximate amount of time you devote to each activity on a weekly basis.

Note: *For our purposes here, the term “professional development” is defined broadly to include items such as staff selection, training, supervision, evaluation, and all ongoing educational/training exercises related to those activities, as well as other relevant projects undertaken outside the department.*