

The Office of Service-Learning Civic Leaders Internship Program 2003-2004 Annual Report

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Program Goals and Objectives:

**Create opportunities* for undergraduates to participate in state government internships for academic credit

**Provide a sound academic foundation* for state leadership internships. Interns will be placed in positions that are related to their majors, reflect their future graduate school or professional interests, and respect students as learners.

** Encourage a sense of civic responsibility and a commitment to civic leadership* in undergraduates across disciplines. By exposing students to civic leadership in positive and well-supported learning environments, we hope to encourage a commitment to leadership and civic engagement as a lifelong enterprise.

** Support participation of faculty* as mentors and advisors of undergraduate interns.

Program Description:

The Civic Leaders Internship Program supports undergraduate students who serve the State of Missouri through internship opportunities in publicly-funded offices. Examples of internship sites include the Office of the Governor and the Lieutenant Governor, the Attorney General, State Representatives and Senators, and state Departments such as Agriculture and Social Services.

Students involved with CLIP may choose to intern part-time (8 to 20 hours per week) or full-time (30 to 40 hours per week). To do so, they receive internship credit hours either through the Office of Service-Learning or their academic department. Full-time interns may also enroll in independent research with a faculty mentor that is relevant to and supports the internship experience. Full-time interns receive a \$1,500 stipend to support expenses they incur during the internship.

Field Coordination:

The MU Civic Leaders Internship Program provides support for and advocates the needs of both students and placement sites. Before placing a student at a site, the internship coordinator makes every effort to meet with the supervisor to discuss the duties that an intern will carry out, the number of days and hours the intern will work, and any special job training or qualifications. Additionally, site visits throughout the semester ensure that the internship continues to be a positive learning experience for the student.

Internship Placements and Student Degree Programs:

57 undergraduates from degree programs across campus participated in CLIP internships during the 2003-2004 academic year. Degree programs represented include Political Science, Business, Communication, Psychology, Sociology, Agriculture and Journalism. (See Appendix A, a list of students, academic programs, and placement sites.)

Federal Government Internships:

We funded two summer Washington, D.C. internships, one in the Office of Political Affairs in the Executive Office of the President and the other with the Regional Junior Achievement Office. In addition, we funded one student through the journalism school’s Washington Program during the winter semester.

State Government and Leadership Class (235 GH):

During winter semester, CLIP offered a 3-hour class entitled “State Government and Leadership” through the Honors College. Eleven students from MU enrolled in the class including part-time and full-time interns, as well as lobbyists from ASUM. The class, which was taught in the Capitol building in Jefferson City, included topics such as the budget process, leadership theory, term limits, and government ethics. Classes were taught by professors, elected officials, and other professionals. See *Appendix 2* for a list of weekly class topics and speakers.

Internship Program Assessment:

Site Final Evaluation of Intern’s Performance

<u>Performance Area</u>	<u>Excellent/Good</u>	<u>Average</u>	<u>Needs Help</u>	<u>Can’t Rate</u>
Work Product	83%	14%	3%	---
Dependability	83%	14%	3%	---
Adaptability	80%	17%	3%	---
Ability to get along	89%	11%	---	---
Attitude	83%	14%	3%	---
Initiative	74%	20%	6%	---
Responsibility and Judgment	77%	20%	3%	---
Overall rate of performance	86%	11%	3%	---

Student Final Evaluation of CLIP

<u>Performance Area</u>	<u>Excellent/ Very Good</u>	<u>Good</u>	<u>Average</u>	<u>Poor/Below Average</u>	<u>N/A</u>
Application Process	68%	20%	12%	0%	0%
Interview Process	63%	20%	11%	0%	6%
Placement Process	71%	20%	0%	3%	6%
Orientation	41%	23%	12%	12%	12%
Class Requirements	31%	23%	37%	9%	0%
Accessibility of Coordinator	94%	0%	0%	0%	6%
Overall Experience	88%	12%	0%	0%	0%

The category “N/A: represents those students that did not fill out a specific part of the evaluation on CLIP, or felt that category was not applicable to their experience with CLIP.