

## Professional Internship (RSS 3100)

### What is a Professional Internship?

The Professional Internship program offers all students in the BRSS Management and BRSS Wellness programs an opportunity to gain valuable field experience. Management placements include areas such as recreation programming, sport marketing, tourism, and facility management. Wellness placements include: wellness programming and development positions with community, corporate or government wellness teams and agencies. As an intern, you will be able to put theory into practice by spending time working in the community, while receiving course credit at the same time.

***Please Note:*** The Professional Internship is mandatory for BRSS Management and BRSS Wellness students but it is also open (as elective credit) to any BRSS or BScKin student. **If you are a BRSS/BScKIN student and are interested in doing an internship, please contact the Assistant Dean of Undergraduate Studies to discuss the arrangements.**

Assistant Dean of Undergraduate Studies: Greg Duquette can be reached by email ([duquette@unb.ca](mailto:duquette@unb.ca)), by phone (447-3089) or drop by room C203, LB Gym.

### Why do a Professional Internship?

The Professional Internship program is an opportunity to gain real work experience prior to receiving your degree. You will work with a professional agency in a position best suited to your career goals. The program counts as twelve credit hours (12ch) toward your degree, and is an unpaid, full-term, full-time placement.

### Do I Have What It Takes?

Normally, you need to complete a minimum of eighty-seven credit hours (87ch) before you can register for an internship, and need to have completed the following pre-requisites prior to commencing the internship:

- **Management degree program:** ADM 1313, RSS 1061, RSS 2011, RSS 2032, RSS 3001, and twelve credit hours (12ch) of your business minor (if applicable).
- **Health & Wellness degree program:** BIOL 1711, BIOL 1782, KIN 2082, KIN 3481, RSS 1061, RSS 1213, RSS 2011, RSS 2032, RSS 1081, RSS 3001, RSS 3093, plus one of RSS 4063 or RSS 4083.

If you don't know how many credit hours you have completed, you can check your transcript on-line through UNB's E-services. The minimum grade point average (GPA) for entry into the professional internship program is 2.0. Your GPA will be calculated by the Assistant Dean at the time of your first meeting and again at the end of the term prior

to your placement. If your GPA falls below 2.0, you will be ineligible to participate in the program.

### **How Do I Get Started?**

Preparation for the internship starts during the term prior to placement. You need to meet with the Assistant Dean to determine your area of interest before any placement inquiries are made. Your internship placement will be designed to suit your future employment goals. You will need to have both an up-to-date résumé and a placement-specific cover letter for each of your agency interviews before you contact any agency. The placement must be mutually beneficial to both you and the agency.

### **How Do I Earn Course Credit?**

You and your advisory team (agency supervisor and the Assistant Dean) will create a set of learning objectives for your internship during the first few weeks of the placement. Your final grade will be determined by both your field evaluations and academic assignments. Academic assignments include a series of short reports, a research proposal, a research paper, and a presentation based on your research.

Periodic field evaluations by your agency supervisor will take place at mutually agreed upon intervals. Likewise, you will have the opportunity to evaluate the agency. You will need to keep in touch with the Assistant Dean throughout your placement to discuss your research and the progress of your internship.

### **Can I Take Courses during the Internship?**

Your agency supervisor may provide an excellent reference when you are looking for employment upon graduation, so we strongly encourage students to devote all energies toward a strong internship performance. Hence, you are discouraged from taking any additional courses during their placement. Nevertheless, if you need to complete an essential course during your internship, then a maximum of one 3ch course is possible once mutually agreeable arrangements are made with the agency supervisor. These arrangements must be approved prior to the start of the placement.

### **How Do I Register?**

You can register for RSS 3100 during the fall or winter sessions on-line as you would any other UNB course. If you wish to do the internship in summer session, you must be registered for the course by the Assistant Dean of Undergraduate Studies.

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