

Sociology 404
SOCIOLOGY INTERNSHIP
Winter 2020

Meeting dates: 1-2pm on Jan 10, Jan 24, Feb 7, Feb 21, March 6, and March 16
Meeting location: Cramer 268

Maura Kelly, PhD
Email: maura@pdx.edu
Office: Cramer 217 R
Office hours: Wednesdays 11:00-1:00 and by appointment

COURSE DESCRIPTION

This is a course designed to help students apply the knowledge they have gained through sociology coursework to their internship sites, prepare students for professional employment, and encourage students to explore their own career objectives. Student interns will work at their assigned internship sites for at least 8 hours per week for 10 weeks, complete reading and writing assignments, as well as meet face-to-face six times.

COURSE REQUIREMENTS

- 20% Attendance and participation in in-class meetings
- 20% Five assignments due before each class meeting
 - Initial reflection
 - Applying the sociological imagination assignment
 - Work/family assignment
 - Social change assignment
 - CV/resume and cover letter assignment
- 60% Student and supervisor evaluation of work at internship site
 - Supervisor end of term evaluation
 - Student final reflection paper

COURSE SCHEDULE AND ASSIGNMENTS

Week 1 meeting: Friday January 10 1-2pm **Initial reflection assignment due Sunday January 5 at midnight**

Background information (all students)

- Read through the entire syllabus, including the course schedule and assignments, appropriate citation and plagiarism, and course policies
- Read the advice from previous sociology interns [LINK](#)

Background information (based on internship placement)

- *JwJ and AFSCME*: Dixon, Marc. 2014. "Union Organizing and Labor Outreach in the Contemporary United States" *Sociology Compass* [LINK](#)
- *OACs*: Dubrow, Joshua Kjerulf. 2015. "Political Inequality is International, Interdisciplinary, and Intersectional" *Sociology Compass* [LINK](#)
- *FPP*: Garcia, Janet. 2016 "Understanding the Lives of Mothers after Incarceration: Moving Beyond Socially Constructed Definitions of Motherhood" *Sociology Compass* [LINK](#)
- *PDXGDC*: Portillo, Shannon. 2011. "Social Equality and the Mobilization of the Law" *Sociology Compass* [LINK](#)

In your initial reflection, answer all of the following questions, in essay form.

- Why are you a sociology major?
- What sociology courses have you taken that may be related to your internship site? How do you think the knowledge gained from these courses will apply to your internship site?
- Drawing on the reading for this course thus far (and any prior knowledge), what do you already know about the issues your organization addresses?
- Drawing on your review of your organization's website (and any prior experience with your organization), what do you already know about your organization?
- What do you want to learn during your internship? What do you expect from this experience?
- What needs to happen for this to be a positive experience for you? What are you most excited about? What are you most nervous or concerned about?
- What are you committing to doing for this internship? How will your internship supervisor and the internship coordinator (Maura) know if you have done your best work for this internship?

Papers must be 800-1000 words and submitted via D2L.

Week 3 meeting: Friday January 24 1-2pm

Applying the sociological imagination assignment due Wednesday January 22 at midnight

Background information

- Cole, Nicki Lisa. 2018. "Understanding the Sociological Perspective" *ThoughtCo* [LINK](#)
- Mills, C. Wright. 2000[1959]. "The Promise." Pp 3-24 in *The Sociological Imagination* (See PDF on D2L)
- Review sociology concepts as needed from the "Sociology Dictionary" [LINK](#)

Based on your observations at your internship and the readings thus far in this course, describe your internship site organization from a sociological perspective by answering Berger's four questions (as discussed in Cole 2018): 1) *What are people doing with each other here?* 2) *What are their relationships to each other?* 3) *How are these relationships organized in institutions?* 4) *What are the collective ideas that move [people] and institutions?*

In your essay, draw on *at least five concepts* from your previous sociology coursework, the readings for this week, the lists below, and/or the "Sociology Dictionary." For each concept, make sure you are using it in the *sociological* sense, not in the everyday use of the word.

Key sociological concepts

- Sociological imagination
- Institutions, organization, hierarchy, authority
- Policies, practices, ideologies
- Work, the state, family, education, religion, media
- Public sphere, private sphere
- Primary socialization, secondary socialization
- Status, achieved status, ascribed status, role
- Norms, values, customs, beliefs, ethics, culture, deviance
- Democracy, citizen, citizenship, law, crime, criminal justice system
- Capitalism, division of labor
- Inequality, discrimination, prejudice, power, privilege, bias, marginalization
- Intersectionality
- Gender, sexism, masculinity, femininity, transgender, non-binary
- Sexuality, heterosexism, heteronormativity, heterosexual, queer, lesbian, gay, bisexual, pansexual
- Class, classism, elitism, wealth, poverty
- Race, ethnicity, racism, institutional racism
- Immigration, immigrant, migrant, undocumented workers
- Age, aging, ageism
- Social change, social movements (note that this topic will be covered in more detail in a later assignment)

Key concepts from theoretical perspectives

- Durkheim: Anomie, collective conscience, rituals, protestant ethic, social fact
- Weber: The iron cage of bureaucracy
- Marx: Species being, alienation, exploitation, material dialectic, class consciousness, false consciousness, reproductive labor,
- DuBois: Double consciousness, the color line
- Bourdieu: Habitus, fields, social capital, cultural capital, economic capital
- Habermas: Technocratic consciousness
- Goffman: Identity, impression management, presentation of self, backstage, frontstage
- Foucault: Discourse, biopower, discipline, total institutions, panopticon
- Gramsci: Hegemony, philosophy of praxis
- Freire: Pedagogy of the oppressed, praxis
- Hochschild: second shift, emotional labor,
- West and Zimmerman: doing gender
- Collins: outsider within, controlling images
- Acker: Inequality regimes

Papers must be 800-1000 words and submitted via D2L

Week 5 meeting: Friday February 7 1-2pm
Work/family assignment due Wednesday February 5 at midnight

Background information

- Friedman, Sarah. 2015. "Still a 'Stalled Revolution'? Work/Family Experiences, Hegemonic Masculinity, and Moving Toward Gender Equality" *Sociology Compass* [LINK](#)
- Khazan, Olga. 2019. "Give Up on Work-Life Balance" *The Atlantic* [LINK](#)
- Talk to staff at your internship site about work/family conflict

Based on your observations at your internship and the readings thus far in this course, provide a sociological analysis of work/life conflict at your internship site. Address all of the following questions in your essay: *According to sociologists, what policies, practices, and ideologies make work/life conflict worse? Better? To what degree have you observed these policies, practices, and ideologies in your internship site? How easy or difficult is it for the staff at your organization to balance work and personal commitments? Now consider the people your organization serves, how easy or difficult is it for them to balance work and family?*

In your essay, draw on key concepts related to work/family conflict from your previous sociology coursework, the readings for this week and/or the "Sociology Dictionary." For each concept, make sure you are using it in the *sociological* sense, not in the everyday use of the word.

Papers must be 800-1000 words and submitted via D2L.

Week 7 meeting: Friday February 21 1-2pm
Social change assignment due Wednesday February 19 at midnight

Background information

- Van Dyke, Nella and Bryan Amos. 2016. "Social movement coalitions: Formation, longevity, and success" *Sociology Compass* [LINK](#)
- Corrigan-Brown, Catherine. 2016 "Funding for Social Movements" *Sociology Compass* [LINK](#)
- Talk to staff at your internship site about coalitions and funding

Based on your observations at your internship and the readings thus far in this course, provide a sociological analysis of how your organization is seeking to create social change. Address all of the following questions in your essay: *1) What are the social change goals of your organization? To what degree and in what ways does your organization work to mitigate the harms of oppressive systems? To fundamentally change these systems?* *2) What other organizations is your organization in coalition with? What is the purpose of these coalitions? The observable outcomes?* *3) How is your organization funded? What impact does this have on the work of the organization?* In your essay, draw on *at least five concepts* from your previous sociology coursework, the readings for this week, the lists below, and/or the "Sociology Dictionary." For each concept, make sure you are using it in the *sociological* sense, not in the everyday use of the word.

Papers must be 800-1000 words and submitted via D2

Week 9 meeting: Friday March 6 1-2pm
Resume/CV and cover letter assignment due Wednesday March 4 at midnight
Bring two hard copies of resume/CV and cover letter to class

Choose **Option A** if you are planning on applying to graduate school or **Option B** if you plan on applying for jobs after you finish your undergraduate degree. You do not need to do both!

A. Resume and cover letter for job application

A resume is a summary of your work experience that you will submit when you apply for jobs. Many jobs will also want a cover letter, in which you describe your experiences and qualifications in more detail. Make sure to incorporate your internship experience into your job application materials!

1. Identify an example target job you might apply for if you were finishing your undergraduate degree right now. To identify jobs:
 - a. To start thinking about jobs you can get with a degree in sociology, watch the video “Careers in Sociology Panel” (made by previous PSU Sociology interns!) available at <https://youtu.be/LoVATx92r8o>
 - b. Identify a target job ad via one of these job databases (include a copy of the job ad with your assignment):
 - i. <https://www.indeed.com>
 - ii. <https://www.idealists.org>
 - iii. <https://portland.craigslist.org>
 - iv. <https://www.macslislist.org>
 - v. <https://app.joinhandshake.com/>
 - vi. <https://www.glassdoor.com/>
 - vii. <https://collegegrad.com>
 - viii. <https://www.usajobs.gov>
 - ix. <https://www.linkedin.com>
2. Review these two “how to” articles on cover letters and use one of the suggested templates (or a combination of multiple templates) to create or revise your one page (single spaced) cover letter:
 - a. [LINK to Zety article on cover letters](#)
 - b. [LINK to Indeed article on cover letters](#)
3. Review these two “how to” articles on resumes and use one of the suggested templates (or a combination of multiple templates) to create or revise your one page resume:
 - a. [LINK to Zety article on resumes](#)
 - b. [LINK to Indeed article on resumes](#)

Resume, cover letter, and target job ad must be submitted via D2L (multiple documents can be submitted via the same folder).

B. CV and statement of purpose for graduate school

A CV is an academic version of a resume that you will submit with your grad school applications. Graduate schools will also want a statement of purpose, which describes why you want to pursue the degree you are applying for, what you plan to do in graduate school, and your plans for a career after you complete your graduate degree. Make sure to incorporate your internship experience into your graduate school application materials!

1. Identify a graduate program you plan to apply to.
 - a. If you are considering Sociology programs, you may want to look at the *ASA Guide to Graduate Programs* (hard copy held in sociology lobby)
2. Once you have identified a target program:
 - a. Review the application process and required materials (note any special directions for the statement of purpose)
 - b. Review the department website, particularly noting what aspects of the program fit with your interests and which faculty members you would like to work with
3. Create or revise your two page (single spaced) statement of purpose for applying to that program, including all the elements below (they do not need to be in this order). **If the program has specific instructions for their statement of purpose, follow those instead of my directions!**
 - a. Your academic and life experiences that motivate your interest in your chosen discipline
 - b. Your reasons for pursuing graduate study in your chosen discipline
 - c. Information about your preparation to do graduate work in this discipline
 - d. Describe any research (including publications and conferences) or teaching experience
 - e. Describe any academic honors, scholarships, or fellowships you have received
 - f. Your reasons for choosing this specific graduate program
 - g. Your areas of interest within the discipline
 - h. The names of 3-4 faculty members you are interested in working with
 - i. Your ultimate career goals once you obtain your terminal degree
4. Create or revise your CV for applying to that program (note: there is no length limit on academic CVs) [LINK to CV template](#)

CV and cover letter must be submitted via D2L (multiple documents can be submitted via the same folder).

Finals week meeting: Monday March 16 1-2pm
Final reflection assignment due Sunday March 15 at midnight

Before writing your final reflection paper, re-read your first reflection paper. For your final reflection, answer all of the following questions, in essay form.

- What did you learn about your internship field site since you wrote your first reflection paper?
- What kinds of projects and tasks did you complete? (Provide an overview, rather than a lot of detail about every project and task).
- What will you take from this experience as you move forward with paid work?
- What were the most positive aspects of this experience?
- What were the most challenging aspects of this experience?
- To what degree did you meet the goals for commitment to the project that you described in your first reflection paper? Did you do your best work?
- What grade would you give yourself for the internship work component of this course? This represents 60% of the course grade (the remaining 40% is attendance and participation and assignments).
- What advice would you give another sociology who is going to complete an internship?

Papers must be 1000-1400 words and submitted via D2L.

APPROPRIATE CITATIONS AND PLAGARISM

Citing sources in this course

The main sources of information for assignments for this course will be the readings assigned and your observations at your internship site. When you draw ideas from course readings, be sure to cite them in text with the authors' last name(s) and the year (and a page number if using a direct quote). You do not need to include a references section for your assignments if you are only citing the assigned readings. For some assignments, I will ask you to incorporate your observations at your internship site and/or the perspectives of staff at your organization. Here, you can informally indicate where these ideas are coming from, no need to formally cite them or provide a references section. For example, you might write "Maura, my internship supervisor, told me..."

In this course, I encourage you to draw on reading you have completed in prior sociology courses. But I would encourage you *not* to seek out new sources (beyond those assigned for the course and those you have already read). In the assignments for this course, I'm most interested in *your* ideas. If you draw ideas from sources outside of the course readings, you need to cite them in the text and provide a references section. For this course, appropriate citations are essential, but any style of citation is acceptable. Note that readings listed in the syllabus and the examples below use the American Sociological Association (ASA) style. More on ASA style here [LINK](#).

Defining plagiarism

According to the MLA Handbook, plagiarism is "using another person's ideas, information or expressions without acknowledging that person's work."

How to avoid plagiarizing: Rule #1: If you use another person's ideas, you must cite your source in the text (author last name and year); Rule #2: If you use another person's exact words, you must put those words in quotation marks as well as cite your source in the text (author last name, year, and page number)

Examples of appropriate citations and plagiarism

Text from original source

- *Karen's transgressive campiness is also manifest in her flagrant sexuality.*

Appropriate citations

- *Karen's sexuality is transgressive and campy (Cooper 2003)*
- *The character of Karen shows "transgressive campiness" (Cooper 2003:519).*
- *Cooper stated, "Karen's transgressive campiness is also manifest in her flagrant sexuality" (2003:519).*

Plagiarism

- *Karen's transgressive campiness is also manifest in her flagrant sexuality.* [copy and paste, no quotation marks, no citation]
- *Karen's transgressive campiness is shown in her flagrant sexuality.* [almost identical language, no citation]

COURSE POLICIES

Required Readings: Links to the required readings available through the PSU library are included in the syllabus. If you cannot access a reading through the link, you are responsible for navigating to the reading from the PSU library homepage.

Confidentiality: In respecting each other's experiences and creating a safe environment, students should maintain confidentiality at all times. Students' individual experiences regarding class may be discussed with friends and colleagues outside of class. However, students may not discuss other students' experiences, and must refrain from using any identifying information about their other students (and other students' internship sites). As the instructor, I will hold all information (verbal and written) shared with me about students and internship sites in confidence; I reserve the right to break confidentiality if I am concerned about a student's mental or physical well-being. If you become concerned about another student, please contact me directly.

D2L: The syllabus and other course materials will be posted on D2L. All assignments will be submitted via D2L (no hard copies). Points earned and written feedback for all assignments will be posted on D2L.

Email: I will regularly communicate with students individually and as a class via email. My emails will be sent to your PSU email. It is your responsibility to check your PSU email daily during the school week and respond in a timely manner. In emails to me, please put the title of the course in the subject line and sign your emails using your first and last name. Use the email address on the first page of the syllabus. I will generally respond to email within 24 hours. Emails sent after 5:00pm on Friday will generally be answered by 5:00pm on Monday.

Late Assignments: Assignments will be marked down 10% per day late and will not be accepted after seven days. No assignments will be accepted after 5:00pm of Friday of finals week.

Academic honesty: You are expected to demonstrate complete academic honesty. Please refer to the Student Conduct Code for more detailed information on PSU policies. Review the provided materials on appropriate citation and plagiarism. If any portion of your work includes plagiarized material, you will fail the assignment and you will be reported to the university. If in doubt, cite the source!

Access and inclusion for students with disabilities: If any aspects of instruction or course design result in barriers to your inclusion or learning, please notify me. The Disability Resource Center (DRC) provides reasonable accommodations for students who encounter barriers in the learning environment. If you have, or think you may have, a disability that may affect your work in this class and feel you need accommodations, contact the DRC to schedule an appointment and initiate a conversation about reasonable accommodations. The DRC is located in 116 Smith Memorial Student Union, 503-725-4150, drc@pdx.edu, <http://www.pdx.edu/drc>. If you already have accommodations, please contact me to make sure that I have received a faculty notification letter and to discuss your accommodations.

Title IX reporting: As a member of the university community, I have the responsibility to report any instances of sexual harassment, sexual violence and/or other forms of prohibited discrimination. If you would rather share information about sexual harassment, sexual violence or discrimination to a confidential employee who does not have this reporting responsibility, you can find a list of those individuals at <http://www.pdx.edu/sexual-assault/get-help> or you may call a confidential IPV Advocate at 503-725-5672.