



An Introduction to HGSE's Field Experience Program

The Field Experience Program offers HGSE candidates in mentored internships with the opportunity to enroll in S-997: Reflective Inquiry into Professional Practice. Through S-997, Interns learn how to hone and apply reflective skills and strategies required for on-going professional growth and inquiry. Interns begin by examining their personal points of entry into their work – that is, the assumptions, expectations, and beliefs they bring to 1) a profession, 2) an organization's work-place and culture, 3) their role in an organization, and 4) their goals for learning from their work. As Interns gain on-site experience and develop new perspectives about their work, the course provides them with means to examine how their thinking has shifted and how to resolve any dissonance between their initial expectations and new understandings.

S-997 is offered for SAT/NC only. A satisfactory grade (the equivalent of B- or better) is based on:

- Successful completion of an eligible FEP internship's requirements.
*Eligible FEP internships must (1) be at least **eight-to-ten hours/week** for a minimum of **10 weeks** (beginning no later than September 28 and ending no later than December 7); (2) provide Interns with contexts, work, and challenges that are **new** to their professional experience); (3) provide Interns with an opportunity to learn and grow professionally in **substantive** ways; (4) expose Interns to a **broad view** of an organization and profession; and (5) complement students' **academic and professional interests**. Students may use a variety of resources to locate internships – including the HGSE Career Services Office's Internship Information Center: <http://cso.gse.harvard.edu/academicinternship-opportunities> and Hub (<https://communities.gse.harvard.edu/hgsehub/s/>) → Career → Job Board.*
- Attendance (in all five classes, in two 1-1 meetings with Teaching Fellows [TFs], and one 1-1 meeting with the Director of FEP).
- The timeliness and quality of completion of weekly assignments (reflections, self-assessments, readings, interviews, and data collections), the Student-Practitioner Conference presentation, and final paper.
- The quality and consistency of class participation and collegial support.

S-997 students receive academic support from a Teaching Fellow (TF), the Director of FEP, and an FEP faculty member.

- **TFs** plan and facilitate classes (under the direction of the FEP Director) – engaging Interns in small-group inquiry and discussion (using methods of reflection/investigation that promote professional growth). TFs also meet 1-1 with each of their Interns twice over the semester; communicate with Mentors at least twice during the term, and inform the FEP Director of any challenges Interns might be facing. Finally, TFs provide their Interns with feedback on written assignments and recommend final grades to FEP faculty members.
- **The Director of FEP** meets 1-1 with each Intern at least once during the semester to offer course and internship support.
- **FEP Faculty** (generally Interns' Master's Program Directors) assist the FEP Director with the academic oversight of S-997 and submit their students' final grades (based on TFs' comments). FEP Faculty also provide Interns with support, as requested.

If you have questions....

- ...about internships and internship requirements, please contact Rachel Gakenheimer (CSO's Manager of Applied Learning) (at rachel_gakenheimer@gse.harvard.edu visit).
- ...about S-997 (its syllabus and requirements), please visit the S-997 Canvas site (at <https://canvas.harvard.edu/courses/56318>) or contact Isa Gallegos (the S-997 Lead TF) (at igallegos@g.harvard.edu).