



Social Justice Practicum (SJP) Description

The Social Justice Practicum (SJP) is a first-year, non-clinical and non-discipline specific experiential practicum that occurs during the Fall and Spring Terms. The SJP is designed to help interns learn how to work alongside the community as an agent of social change; and serves as the catalyst for interns to realize and understand their own strengths and responsibility to contribute to social equity. The SJP helps Interns to gain the knowledge, skills, and perspectives necessary to be socially responsible practitioners.

Key Components

Institutional Requirement

- Requirement for all first year interns (Masters and Doctoral Interns)
- Learning objectives are based upon the mission of Adler University
- Non-program/discipline specific
- Experiential learning to provide knowledge, skills, and perspectives for socially responsible practice

Student Requirements to Receive Credit

- Complete a minimum of 200 hours on site
- Receive a grade of "Pass" for mid-term and final evaluations
- Present at the annual SJP Symposium
- Interns must attend an SJP workshop once a month at Adler University

Center for Civic Learning and Community Action's Role

- Corresponds to interns and community partners' questions/comments/concerns related to SJP
- Facilitate monthly workshops on civics, intersectionality, and community organizing
- Issues grade for SJP
- Provides resources to community partners
- Provides regular support for interns

Timeline 2017-18 Academic Year

- **Interns must begin practicum no later than October 1st**
- Practicum ends by mid-April
- Annual SJP Symposium occurs in late May



Partnership Requirements

Community partners are essential to building community power and combating social inequity. The SJP is designed to assist community partners by placing interns at organizations to work on an assigned project for a six month period. In order to take part in the SJP, organizations must agree to practicum requirements. Practicum requirements help to ensure project completion and interns' skill development.

Time Commitment

Partner Meetings at Adler University

- Overall orientation and training for Time2Track training with webinars as needed (late August)
- Partner Appreciation Day (late April)
- SJP Symposium (late May)

Practicum Duration

- Interns must complete a minimum of 200 hours for the SJP
 - A minimum of 50 hours must be completed by December 1st to pass the midterm
- Interns should be **on site** 8-10 hours per week
- Total commitment is 6 months for the SJP

Experiential Learning through Professionalism, Projects & Skills Development

Project Parameters

- Site supervisors should inform and model professional expectations and standards including:
 - Communication standards and parameters (internal & external)
 - Reporting structure
 - Organizational environment
 - Dos-and Don'ts
 - Dress code
- Assignment of a carefully planned, non-clinical, and non-discipline specific project approved by the Center for Civic Learning and Community Action at Adler University
- Limit interns' day-to-day clerical assignments to 15% total
- Project and supervisor should teach intern(s) skills and new perspectives following SJP's five cultural competencies (see page 4)
- Provide interns with additional learning opportunities such as access to staff meetings, trainings, retreats, and workshops



SJP Intern Supervision at Site

Regular supervision is key for the interns' success. Community partners must assign a site supervisor to supervise the Adler intern(s) for the duration of the SJP. Community partners with multiple satellite sites *must* identify a site supervisor at each respective location that will perform supervision duties.

- **Partners may assign up to 3 SJP interns to report to one site supervisor.**
- **All supervisors are required to create a Time2Track profile to enable them to review and approve SJP intern hours and complete evaluations.**

SJP interns must receive proper supervision as outlined below.

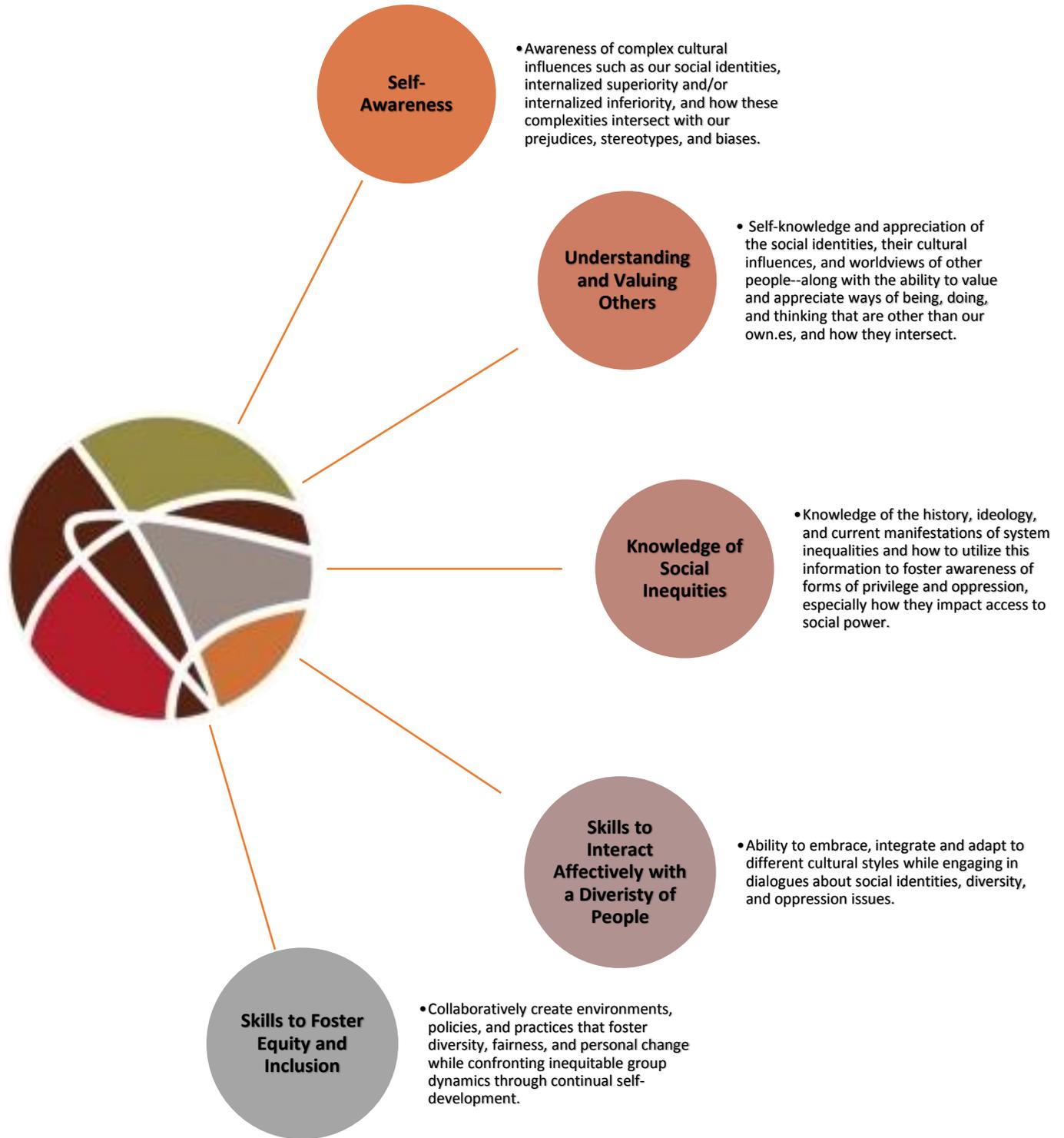
The **required 1 hour per week** individual or group supervision is time spent with SJP intern(s) to:

- Establish and maintain an active work-plan that includes a schedule
- Track the progress of project completion
- Discuss the new knowledge and skills interns are learning at your site related to the social justice cause area(s) of the organization
- Conceptualize the impacts of the SJP project and its connection to social justice
- Evaluate the knowledge, skills, and tools interns should be acquiring during the internship
- Discuss any issues that may arise
- Track and approve intern hours on a weekly basis
- Complete mid-term and final evaluations by the assigned deadline

Project Management Expectations

- Utilize Time2Track to manage intern(s) hours and complete all forms
- 1 hour per week individual or group supervision
- Ensure professional working environment with a desk, computer, and phone for intern(s) (if needed)
- Fully integrate intern(s) in organizational community and culture
- Assign no more than 15% clerical work for the duration of the SJP

Diane Goodman’s Cultural Competence for Social Justice Model





Sample Project Descriptions

Chicago House and Social Service Agency (2016)

SJP interns will work one-on-one and in small groups with at-risk youth with the short term goal of assisting with social/educational development and the long term goal of preparing youth for self-sufficiency. SJP [interns] will have the opportunity to address the cycle of poverty directly by bridging the opportunity gap for those living in poverty.

SJP [interns] will work with the Family Support Program Team; directly with the Support Services Manager and Education Coordinator as supervisors and will also interact with Residential Manager, Case Manager, and Psychological Consultant.

Daily Tasks may include the following:

- Assist with needs assessments and analyze results for program changes
- Educational assistance (homework help, reading, essay writing, college prep)
- Mentoring (modeling & working one on one or in small groups)
- Pro-social development (promoting problem solving and promoting peace)
- Recreational activities (health/fitness, music/dance, family gatherings)

SJP [interns] will see the result of their work by making a direct impact on the lives of residential youth. They also will administer the Youth Satisfaction Surveys, analyze the results and offer program changes to further youth development and make an impact on program offerings.

Center for College Access & Success/NEIU (2016)

1. Working on an intervention team going into school(s) to serve vulnerable students, the team (5-8 is ideal) will be trained in Motivational Interviewing and Adventure education for a month prior to starting. The interns will gain the following:
 - Knowledge related to how marginalized youth/Interns are compelled to deal with their circumstances and view the world;
 - Skills on how to have a conversation that honors their autonomy and supports healthy growth and development (motivational interviewing) and interactive experiential learning activities (adventure-based) to engage, build trust and form alliances;
 - Perspectives from the experience based on experience being empathic and approaches based on compassion that will ideally help them become more open to being inclusive and committed to being socially responsible professionals.
2. The project that the interns will work on will be to work with students on the "hot/watch list" based on their risk of failure within the public high school they attend. They will be some of the most vulnerable students in Chicago public schools.
3. The interns will work with staff involved in the Motivational Enhancement Effort of the Center for College Access & Success, working with groups of students 3 days before starting with another group until their SJP is complete.
4. The interns will have the same duties and tasks: Helping to facilitate experiential activities and conducting one-on-one conversations with students. They will have progressively more responsibility leading the activities themselves as they gain experience.



5. Their contact with students for 3 weeks will make it clear how their work of guiding MI conversations will have an impact in helping students get back on track or deal with the issues that are causing them problems in their lives.

Jane Addams Resource Corporation (2016)

The intern will work with the Careers in Manufacturing Training Programs team to help recruit, interview, and enroll eligible low-income adults in manufacturing skills training, including Welding, CNC Machine Operation, and Press Brake Machine Operation.

- Distribute monthly flyers at various outreach locations
- Shadow and (eventually) conduct interviews with prospective clients
- Go over 1st day orientation materials with new trainees
- Attend monthly enrollment meeting check-ins
- Facilitate outreach/recruitment events
- Call interested prospective clients from sign-up sheets with more information about programming
- Work with program coordinators and director of training to create marketing plan
- Assistance with grant writing/any development assistance requested



Tentative Social Justice Practicum Timeline and Key Dates

- Final day to request student placements (July 31st, 2017)
- Community Partner Orientation/Training (late August 2017)
- Beginning of academic school year (September 5th, 2017)
- SJP Intern site selection is finalized (early September 2017)
- SJP Interns and Site Supervisors Orientation to Site & Projects (September 2017)
- Internship begins no later than the 1st week of October 2017
- SJP Interns must have 50 hours logged and approved by December 1st, 2017
- Mandatory Midterm Evaluations for interns due (December 11th, 2018)
- Fall Term ends/ Winter Break (December 18th, 2017)
- Spring Term Begins/interns return from break (January 2nd, 2018)
- Mandatory Final Evaluation for interns due (April 9th, 2018)
- Partner Appreciation (April 20th, 2018)
- SJP Symposium (May 29th, 2018)



Center for Civic Learning and Community Action
Contact Information

Camille Williamson, LCSW

Director of the Center for Civic Learning and Community Action (CCLCA)

As the Director of the Center for Civic Learning and Community Action at Adler University, Camille develops programming that adheres to the University's mission on engaging communities through socially-responsible practice on the Chicago campus. She is responsible for the development, management, and evaluation of the CCLCA's strategic plan, operations, and academic experiential-learning programs which include the Social Justice Practicum.

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Direct Line: (312) 662-4221

Francine Reed

Manager of Community Partnerships

Francine assists SJP Partners with intern requests, Submittable navigation such as completion of project descriptions, Time2Track for hour logs, student evaluations and trouble shoot issues which may come up during internship. Francine conducts site visits, hosts partner orientations, webinars, assist with the Center's student workshops and end of year symposium. Please contact Francine if you have any questions regarding internship requirements.

E-mail: freed@adler.edu

Direct line: (312) 662-4217

Mike Joyce, MSc

Social Justice Practicum Coordinator

Mike Joyce is the SJP Coordinator, his responsibilities are centered around managing interns, including: student placement, monitoring student progress, working with the Manager of Community Partnerships to resolve student issues, and evaluating and distributing student grades at the completion of the SJP.

E-mail: mjoyce@adler.edu

Direct Line: (312) 662-4223

Jessica Vásquez, M.A.

Community Project Coordinator

Jessica assists SJP partner organizations by initiating collaborative projects with university stakeholders. Projects are centered on building partner capacity and sustainability to further advance social justice through our collective missions. Please contact Jessica if you would like to collaborate on an existing project or if you would like to discuss ways that Adler can provide additional support.

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2017 – 2018 Internship Agreement Form

I have received information on Adler University’s Social Justice Practicum. Our organization would like to submit a request for interns to work alongside our organization during the 2017 – 2018 Social Justice Practicum. I have read and understand all partnership requirements, including: internship time commitment, project assignment, and mentorship responsibilities. I will notify Adler University’s Center for Civic Learning and Community Action if my organization can no longer properly retain Adler interns.

Date

Organization

Point of Contact (Printed Name)

Point of Contact Signature

Executive Director (Printed Name)

Executive Director Signature



Center for Civic Learning and Community Action Staff Initials: _____