



Internship Overview for Field Supervisor

Department of Environmental Studies and Planning

THANK YOU for your involvement with our department's internship program. Below you will find a quick summary of the program, a list of expectations, and our contact information. We look forward to working with you and please feel free to contact us if you have any questions or need additional information.

Our Academic Program

Department of Environmental Studies and Planning (ENSP) is located in Rachel Carson Hall at Sonoma State University. Founded in 1972 and dedicated to producing environmental problem solvers, the department's goal is to prepare students for careers in the environmental and civic professions, for graduate studies, and for positive action in their own lives. Six study tracks are offered for Bachelor of Arts or Bachelor of Science degrees.

Purpose of the Internship

The purpose of an internship is to provide the student with a learning experience in a professional setting. Internships also provide students with opportunities to apply knowledge and skills acquired on campus, to learn from personal observation and synthesis, and to participate directly in problem-solving activities.

We believe that internships are mutually beneficial arrangements; students gain first-hand practical experiences while field supervisors and their organizations gain the assistance necessary to carry out essential projects or programs. Cooperating organizations have the opportunity to observe and become acquainted with some especially capable young men and women while contributing substantially to the development of future professionals. Students may be paid for the internship experience although some internships do not offer compensation.

Responsibilities of the On-site Supervisor

- 1) Interview the prospective intern. If it is a good match, complete Part A of the Internship Agreement Form and sign at the bottom.
- 2) Supervise the internship, providing training and guidance as appropriate. Students are expected to keep a daily log of their hours and activities.
- 3) Contact the supervising faculty if problems or concerns arise.
- 4) Provide a written letter of evaluation and verification of hours completed at the conclusion of the internship.

For more information, please contact:

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