

**SPMA Internship Courses: SPMA 4F01 & SPMA 4F02
Program Overview**

The Department of Sport Management Internship courses are designed to provide students with a challenging experiential and academic opportunity to enrich their classroom studies with a structured field work experience. The internship option is open exclusively for Sport Management students who are in their 4th year of study and have completed a minimum of 15 credits and have achieved a minimum standing of 70% in their major SPMA average.

Sport organizations that offer internship placements provide Sport Management internship students with the opportunity to:

- learn current practice-based methods from knowledgeable sport management practitioners within a field segment/organization of their choice
- apply theoretical content in a practical sport management based setting
- develop, measure and evaluate their skill set and knowledge base, relative to the industry needs through a variety of means
- gain a greater appreciation for the role and function of sport management professionals
- work in conjunction with their Internship Supervisor (IS) and Faculty Advisor (FA) in the formation and implementation of their major project

In order to potentially obtain an internship student, a sport organization:

- (a) sends a description of the internship position(s), and contact information, by email to Emily Allan-Dakin (eallan@brocku.ca), the internship coordinator
- (b) Emily forwards the internship description and contact information by email to all of the students that have applied for the internship program. The students apply in March of each year for placements starting in September, January, or May/June. Placement opportunities that are “off semester” can also be completed if a student wishes to “juggle” their course requirements in the non-internship semesters in order to graduate
- (c) The students interested in the internship placement opportunity contact the sport organization directly
- (d) The sport organization hires the intern of their choice

A SPMA internship student provides the following:

- A minimum of 450 hours (37.5 hours/week for 12 weeks) in an applied work experience as a volunteer employee
- The student must simultaneously report to the sport organization Internship Supervisor and their Faculty Supervisor

The SPMA student intern is responsible for coordinating the following:**With the Sport Organization Internship Supervisor:**

- Completed forms describing the internship goals and objectives
- The completion of a major project, to be organized in consultation with the Internship Supervisor and approved by the Faculty Advisor
- The mid-term evaluation form (student(s) will provide the 1-2 page forms)
- The final evaluation form (student(s) will provide the 3-4 page forms)

With the Faculty Supervisor:*For the SPMA 4F01 Course*

- Students must complete a major project during their internship and must submit successful and timely completion of two proposals for the Internship Project (phases I & II) – graded by the Faculty Supervisor
 - The major project is meant to serve as a practical “legacy” to the internship organization
- Successful submission of relevant information to the Brock University Research Ethics Board (REB) processes, if applicable for the major project
 - examples: The development of a detailed operational plan, with contingency, emergency, and environmental plans is not subject to REB approval. The completion of a survey with human subjects requires REB approval
- Successful and timely completion of a major project and a written submission on the major project – graded by the Faculty Advisor

For the SPMA 4F02 Course

- An overview of hours and progress statement to be forwarded to the Faculty Supervisor on the 30th of every month
- Successful completion and submission of all administrative forms to the Faculty Supervisor, including the goals and objectives form, the Internship Supervisor mid-term and final evaluation forms, and the student evaluation forms
- Verification of successful completion of a minimum of 450 hours of work for the placement organization (based upon a 37.5 hour week for 12 weeks). No extra credit will be given for hours above and beyond the 450 minimum
- Successful and timely completion of a reflection paper related to various aspects of the student’s internship experience

Students participating in the Sport Management Internship Program must fulfil all course components of both 4F01 and 4F02 to receive two credits for the experience.

Co-operating Professional Eligibility:

Any professionals in the sport management field who agree to provide internship students with an enriching and challenging learning opportunity are eligible to participate. The placement organization must agree to provide the necessary space and equipment for the student to fulfill his/her duties and major project, as well as agree to supervise, support and evaluate the internship student.

NOTE: The internship is a 12-14 week activity held during an academic semester. Any time worked before/after that timeframe is between the student and the internship organization and is not part of the internship program.

Further Information:

Emily Allan-Dakin, Department of Sport Management
 Brock University, 500 Glenridge Avenue
 St. Catharines, Ontario, L2S 3A1
 Telephone: 905-688-5550, ext. 6178
 Fax: 905-688-4505
 Email: eallan@brocku.ca