Internships

Internships are meant to help students connect “real-world” outside-the-classroom experiences to concepts and empirical findings in their major. They can be a valuable part of the undergraduate major, providing experience critical to future employment or graduate work. The Department of Sociology recognizes the value of internship experiences and we encourage our majors to become familiar with internship opportunities; those offered through the department or the many opportunities available through the UW Career and Internship Center in Mary Gates Hall.

Finding an internship is similar to looking for a job: In fact, students who take the time to prepare well for their internship search will likely find their job search post-graduation much less intimidating than students who have not engaged in an internship search.

Internships have three components:

1. The actual work you will be doing with mentoring and supervision at the internship site
2. The academic part of the internship
3. The Sociological part of the internship

The typical older model was for students to find an internship, develop a proposal, find a faculty sponsor and then register for SOC 399 credit. This process is described in detail below but we want to note that it can be challenging for students to develop a solid proposal and not all Sociology faculty members are able to act as sponsors. In order to make it easier for students who do internships, the Department offers a small seminar-style class, SOC 404: Sociology in Practice: Civic and Community Internship, which includes component 2 and 3 above. In other words, students who secure an internship on their own can sign up for SOC 404 in lieu of developing a proposal and finding a faculty sponsor. SOC 404 is offered every Winter and Spring quarter and is an excellent complement to a student internship. The process for students who secure independent internships for Summer or Autumn quarters, is described at the end of this page. Click on menu link in box at right.

Internships Available through the Department of Sociology

The Department of Sociology has several long standing partnerships with civic and community organizations through which we are able to place Sociology majors as student interns, primarily in 2-quarter positions during Winter and Spring quarters. We advertise and recruit students for these internships during Autumn quarter. Occasionally we have opportunities for 1-quarter internship positions. Information about our internship positions as well as relevant deadlines for applying will be posted here and announced on the Sociology blog, https://asksoc.wordpress.com/. Information about our partner organization as well as details about individual internship opportunities are posted below. Participation in any departmentally sponsored internship requires registration for SOC 404 in Winter quarter and SOC 399 in Spring quarter.

UW Sociology Internships offer dedicated UW undergraduates interested in service the opportunity to actively engage in public sector work with the guidance of a Sociological framework through academic credit. These unpaid internships provide students the chance to explore, contribute, and grow in public sector organizations that are committed agents of change in Seattle and King County.

Currently, we are working with CourtWatch, a court monitoring program established by the King County Sexual Assault Resource Center in Renton, WA; The Federal Public Defender (FPD) Office in Seattle; the Federal Housing and Equal Opportunity (FHEO) agency within the U.S. Department of Housing and Urban Development (HUD); The Office of Field Policy and Management (FPM) providing direction and oversight for all of HUD’s operations; The Housing Development Consortium of Seattle-King County (HDC), a nonprofit membership organization representing more than 130 nonprofit organizations, private businesses, and public partners; as well as the Probation Services Department at Seattle Municipal Court.

These internships offer high level opportunities for Sociology majors to gain exposure to and become part of the important work that our partner organizations engage in. Due to the breadth of on-site training and learning, these department sponsored internships require a 2-quarter commitment from student interns. Our Internship Program runs during winter and spring quarters of each academic year. For the 2018 internship cycle, we will have more than 15 intern positions available for students.
The internship positions are linked to our Practicum course, SOC 404: Sociology in Practice, Civic and Community Internship. All students who are offered and accept internship offers from partner organizations must also sign up for the 5 credit, graded course in winter quarter. In spring quarter, students earn academic credit by signing up for SOC 399: Internship Credit, a variable credit course that is graded CR/NC. SOC 404 is a seminar style class designed to give students practice in applying sociological concepts and knowledge to work experiences. Through readings, projects, papers, discussions and/or presentations, students consider how Sociology helps inform and enrich their internship experience. For Sociology majors SOC 404 can count as an upper division elective (or toward lower division electives). For non-Sociology majors, SOC 404 counts as an I&S course.

Students may apply for up to two internship positions. However, a targeted, carefully considered application for one position is often stronger than a more generic application for multiple positions. If this describes you: “I don’t care where I intern, I just want an internship; any internship,” you risk coming across as desperate, rather than as a mindful applicant who has given a great deal of thought to the kind of organization and type of work you would like to be involved in. If you wish to apply for more than one position, please complete a separate application and a position-specific cover letter and resume for the second internship position as well.

While the internship organizations are different and each internship demands its own set of skills, strengths, and time commitments from the student interns, the positions - with the exception of some aspects of the internship at FPM - also have many things in common:

- All internship positions are unpaid, 2-quarter commitments unless noted otherwise. As part of the internship, students are required to register for SOC 404 in winter quarter and SOC 399 in spring.
- Interns must be current UW students, U.S: citizens, and priority will be given to Sociology majors.
- As part of the application process, students will have an initial interview with Susanna Hansson in the Sociology Advising office. Finalists for the positions will then interview with internship site staff before their internship can be finalized. All interview times will be set up with students via email.
- The complete applications of students who become finalists for an internship position, will be shared with staff at the internship location.

Below are brief descriptions of each 2-quarter internship as well as information about the associated weekly time commitments for each position. For detailed information, please go to the websites for individual organizations, then read carefully the document called 2018 Information and Application for the position that interests you.

**The CourtWatch Internship at KSARC**  
Winter and Spring quarters 2018  
**Application Deadline: Wednesday November 8, 2017**

CourtWatch is a court monitoring program founded in 2010 by the King County Sexual Assault Resource Center (KCSARC), located in Renton, WA. It was established for the purpose of holding the justice system accountable for its handling of sexual assault and child abuse cases, and to create a more informed public. Court monitoring is a way to gather information about the courts by observing legal proceedings, as well as conducting research on individual cases, court practices and procedures. CourtWatch Monitors produce data to support anecdotal evidence about what happens in King County Courts; their presence also provides transparency in the legal process.

Observations and information collected by volunteer CourtWatch Monitors is used to improve court processes. Volunteers are trained to be unobtrusive observers, and to document both procedural and substantive information about the cases that they observe.

The CourtWatch internships are unpaid and this year, the Department of Sociology will be able to place up to four (4) student interns at CourtWatch.

CourtWatch Interns volunteer for at least one courtroom shift (3.5 hours/week) in both winter and spring quarters at the Maleng Regional Justice Center in Kent or the King County Courthouse in Seattle. In addition, interns should expect to spend 2-2.5 hours/week reading background information on cases before shifts, as well as synthesizing and typing up observations after a shift.

http://www.kcsarc.org/courtwatch  
2018 CourtWatch Information and Application  
2018 application coming soon.

**The Internship at the Federal Public Defender (FPD) Office**
Winter and Spring quarters 2018
Application Deadline: Wednesday November 8, 2017

The Federal Public Defender (FPD) for the Western District of Washington (WAW) was established in the spring of 1975 to ensure the Sixth Amendment right to effective counsel and equal access to justice for defendants accused of federal crimes. The office also provides support and training for lawyers who accept appointments to represent financially qualified clients under the Criminal Justice Act (CJA), the law which assures professional legal counsel in federal courts by paying an hourly fee for court appointed lawyers who serve clients without the means to pay for legal services.

The FDP Seattle office contributes research and support to both high-profile federal cases and more local defense efforts. UW interns analyze case documents, reports, surveillance video, and recorded telephone conversations. In some cases, their research efforts have been instrumental in obtaining reduced sentences for clients. In complex drug cases, interns have created charts to demonstrate direct links between defendants and transactions.

The Federal Public Defender internships are unpaid and this year, the Department of Sociology will be able to place up to two (2) student interns at the FPD offices.

FPD interns volunteer for 10-12 hours/week during regular FPD office hours in the downtown Seattle location during both winter and spring quarters.

http://waw.fd.org/
2018 FPD Information and Application
2018 application coming soon.

The Fair Housing and Equal Opportunity Internship at HUD
Winter and Spring Quarters 2018
Application Deadline: Wednesday November 8, 2017

The Office of Fair Housing and Equal Opportunity (FHEO) – an agency within HUD – was created by the Fair Housing Act of 1968. FHEO administers federal laws and establishes national policies that make sure all Americans have equal access to the housing of their choice regardless of race, color, religion, sex, national origin, disability, and familial status.

FHEO works in three ways; when members of the public contact FHEO, Compliance officers at the Intake branch make determinations whether or not there is a jurisdictional allegation of discrimination that falls under the FHEO umbrella. The Programs branch audits landlords who receive Federal Grant monies to make sure they are in compliance with Federal regulations and also evaluates current HUD programs. The Enforcement branch conducts investigations of filed cases of discrimination in housing under Federal Fair Housing laws by applying legal theories of discrimination. UW Sociology student interns are usually placed in Intake or Programs.

All case information is highly sensitive and confidential. This is law enforcement work; the stakes are high, legally and financially, and the work requires maturity, diligence, responsibility, and careful attention to detail.

The FHEO internships are unpaid and this year, the Department of Sociology will be able to place up to three (3) student interns at FHEO.

FHEO interns volunteer for 10-12 hours per week, during regular FHEO office hours during both winter and spring quarters.

2018 FHEO Information and Application
2018 application coming soon.

The Field Policy and Management Internship at HUD
Spring and possibly Summer Quarter 2018
Application Deadline, Wednesday November 8, 2017

The Office of Field Policy and Management (FPM) provides direction and oversight for HUD’s operations across the country. The Region X office, located in Seattle, serves Alaska, Idaho, Oregon and Washington. FPM works closely with the office of the HUD Secretary, who is a member of the President’s Cabinet. Region X FPM ensures that the Secretary’s key initiatives to address housing and urban development needs are effectively carried out throughout the Pacific Northwest region.

Key areas of focus include homelessness, sustainability and livability, fair housing and equity, place-based initiatives to
support local communities, and external partnerships with other federal agencies, as well as state and local governments, philanthropy, non-profits and other stakeholders.

In addition, FPM ensures that HUD’s critical programs, particularly those that involve multiple programs and offices within the agency, are operating effectively at the regional level. For example, FPM collaborates with the HUD Office of Fair Housing and Equal Opportunity (FHEO) in leading a working group that is a cross-program initiative within HUD to effectively implement HUD’s recent Affirmatively Furthering Fair Housing rule. This rule requires local communities that receive HUD funds to analyze their communities and create strategies and actions to increase access to opportunity and fair housing choice for all, regardless of race, color, ethnicity, national origin, sex, disability or familial status.

The FPM/HUD internship is unpaid and this year, the Department of Sociology will be able to place one (1) student intern at FPM/HUD.

FPM/HUD interns volunteer for 10-12 hours per week, during regular HUD FPM office hours in spring (and possibly) summer quarters.

http://portal.hud.gov/hudportal/HUD
2018 FPM Information and Application
2018 application coming soon.

The Housing Development Consortium of Seattle-King County (HDC)
Winter quarter 2017.
If agreeable to both the intern and HDC, the internship could be extended through spring quarter.
Application Deadline: Wednesday January 4, 2017

The Housing Development Consortium of Seattle-King County (HDC) is a nonprofit membership organization which represents more than 130 nonprofit organizations, private businesses, and public partners who work to develop affordable housing throughout King County. Our members are dedicated to the vision that all people should be able to live in a safe, healthy, affordable home within a community of opportunity.

HDC is looking for an Advocacy Intern to work closely with HDC’s Policy Team to advance HDC’s 2016-2017 Advocacy priorities. During the course of the internship, the intern will gain familiarity with the state legislative process, grassroots advocacy, campaign databases, and campaign logistics.

The Housing Development Consortium Advocacy internship is unpaid and this winter, the Department of Sociology will be able to place one (1) student intern at HDC.

The HDC intern will volunteer for 8-10 hours/week during regular HDC office hours in the downtown Seattle location during winter quarter 2017. If agreeable to both the intern and HDC, there is a possibility that the internship could be extended through spring quarter as well.

The internship position is linked to our Practicum course, SOC 404: Sociology in Practice, Civic and Community Internship. The applicant who accepts the internship at HDC must also sign up for the 5 credit, graded course in winter quarter. SOC 404 is a seminar style class designed give students practice in applying sociological concepts and knowledge to work experiences. Through readings, projects, papers, discussions and/or presentations, students consider how Sociology helps inform and enrich their internship experience. For Sociology majors SOC 404 can count as an upper division elective (or toward lower division electives). For non-Sociology majors, SOC 404 counts as an I&S course.

For detailed information and to apply, please click on the second link below.

http://www.housingconsortium.org
2017 HDC Information and Application
2018 application coming soon.

The Seattle Municipal Court Internship
Winter and Spring Quarters 2018
Application Deadline: Wednesday November 8, 2017

The Seattle Municipal Court (SMC) is the largest misdemeanor court in the state of Washington and has long considered
itself the peoples’ court. Through a Community Involved Justice model, the Court strives to make the justice system more effective by re-establishing links between criminal justice service providers and the communities they serve. Community Involved Justice initiatives ultimately seek to transform the way people think about crime - not just as cases to be processed but as problems to be resolved and relationships to be developed and maintained.

Working with defendants, observing court proceedings, and networking with court staff, will give students an understanding of misdemeanor probation, an introduction to multiple career paths within the criminal justice system, and offer student interns a better understanding of how the criminal justice system actually operates.

The Seattle Municipal Court internships are unpaid and this year, the Department of Sociology will be able to place up to eight (8) student interns at Seattle Municipal Court.

Seattle Municipal Court interns volunteer as Court Case Aides for at least 8 hours a week (two 4-hour shifts per week) during both winter and spring quarters.

http://www.seattle.gov/courts/
2018 Seattle Municipal Court Information and Application
2018 application coming soon.

Independent Internships

For students who choose to do an internship during Summer or Autumn quarter, the Sociology department offers an Independent Study model (under the SOC 399 course number) which allows students who have secured internships to coordinate their study with a department faculty member. SOC 399 can be taken for between 2 and 5 credits, depending on how many hours the student spends at the internship every week. SOC 399 is graded CR/NC.

Registering for SOC 399 credit involves three basic steps:

1. find an internship
2. find a faculty sponsor
3. complete the necessary paperwork

Step One: Find an Internship

To register for SOC 399 credit, you first need to find the internship on your own. Here is a list of resources to help you do this:

- The Carlson Leadership and Public Service Office cultivates and publicizes internships in the public sector (community-based organizations, government agencies, and educational institutions).
- The UW Career and Internship Center offers internship listings and other career related resources.

You can also approach companies that you find interesting. Look at their websites and email appropriate contacts to ask about internship opportunities.

Step Two: Find a Faculty Sponsor

Once you have found an internship, you need a sociology faculty member to sponsor you. The faculty member supervises the academic component of the internship. The most natural "fit" is a faculty member whose research interests match the content of your internship. You might also approach faculty with whom you already have a working relationship.

When you approach a faculty member, be as prepared and as specific as possible. More concretely:

1. Produce a written proposal that is as specific as you can possibly make it. This is a proposal for an academic project connected with the internship area, not a proposal for your site work. Remember that you are not getting credit for the internship itself or the work you do there, but for an academic project connected to that work (e.g., a paper, etc.).
2. Email your selected faculty member and ask if it would be appropriate to meet during office hours. Offer to email or
leave the proposal ahead of time, or to bring it when you meet.

3. At your meeting, make your pitch and demonstrate that you are self-directed, motivated, responsible, and capable.

**Example**

A student is doing an internship with an organization offering services to single mothers. The student needs to articulate the sociological relevance of the subject – to show why this is sociology rather than, say, social work – and provide a concrete proposal to the faculty member. Thus, "I want to get credit for working with single parents" is a good reason to do an internship; it is not a good reason to get sociology credit.

Sociology credit comes from an academic project done from a sociological perspective. For example, would you study single parenthood from a social problems perspective? From a criminology perspective? From a family perspective? From a gender perspective? These are the general areas into which faculty separate their own research; it is how sociologists think about their research.

A good approach might go something like this: "I am working at Youth and Single Parent Organization, and I would like to do more research on teenagers raised in single parent homes. I propose writing a 15 page essay on academic achievement among teenage girls raised in single parent households, assessing the arguments of authors on my proposed reading list. I will also use current research from The American Journal of Sociology and The American Sociological Review and data from interviews of staff at the Youth and Single Parent Organization."

This kind of proposal demonstrates that you have done background research, that you have a focused idea, and that you are self-directed and motivated. It provides evidence that you will be responsible and do good work without the faculty member having to guide you through every step. It shows that you are not a student just looking to pick up some easy credits.

**Step Three: Complete the Necessary Paperwork**

You can pick up hard copies of the relevant forms outside Sociology Advising Office (SAV 203). When you have completed the registration form, turn it in to the Sociology Advising Office, and we will register you for the credits. The number of credits you receive from your internship is based on the number of weekly hours you dedicate to your internship site.

**SOC 399 REGISTRATION FORM**

Along with completing the SOC 399 Registration Form, your site supervisor must complete a Site Evaluation at the end of your internship. Give your supervisor the form (downloadable below) and have him or her send it to the address listed.

**SOC 399 SITE EVALUATION**

PLEASE NOTE: you can receive 2-5 credits of SOC 399 depending on the work you arrange with your faculty sponsor. The general guideline is 3 hours per week, per credit received. All credits in SOC 399 are graded C/NC. You can count up to 5 credits of SOC 399/499 (Independent Research credits) toward the Sociology Elective Requirement.