

FACING HISTORY INTERNSHIP: FINAL PORTFOLIO

FINAL PORTFOLIO MUST INCLUDE:

- 1) PRESENTATION NOTES
- 2) FINAL REFLECTION
- 3) UPDATED RESUME

FINAL INTERNSHIP PRESENTATION GUIDELINES

Your final presentation must answer the following questions:

1. What service does this organization provide?
2. What population does it serve? How does this population benefit from these services?
3. What is the history of the organization?
4. How is this organization funded? What are the costs?
5. How is the organization structured? What are the various roles and responsibilities of the staff?
6. What are the biggest challenges to the people in charge of this organization?
7. Interviews with staff and/or clients on their involvement with the organization.

FINAL REFLECTION GUIDELINES

Write a detailed reflection that answers the following questions. Be sure to provide as many specific examples as possible.

1. What were your first impressions when you started your internship? Have those impressions changed? If so, how?
2. Describe someone from your internship who made a big impression on you in some way and explain why.
3. Describe a challenging situation that you found yourself in at your internship and how you dealt with it.
4. What did you learn about yourself through this experience? What is your biggest weakness in a work environment? What is your biggest strength? How can you strive to improve?