SWMS 311: Gender Studies Internship

Guidelines for Fall 2017 and Spring 2018

OPEN ONLY TO...
- Gender Studies students (SWMS 311 is required for majors)
- Health and Humanity majors and Health and Human Sciences majors (SWMS 311 is optional)

YOU...
- Find an organization with which to work
- Complete an internship agreement form with your on-site supervisor and return the form to the Gender Studies Program
- Work 12 hours a week for 13 weeks over the course of the semester (total of 156 hours)
- Submit a ten-page paper at the end of the semester

YOUR GRADE IS BASED...
- 60% on the evaluation provided by your on-site supervisor
- 40% on the paper that you submit to a designated professor

IN ADDITION...
- The chair of Gender Studies will serve as the faculty contact for the internship. You’ll be able to contact this professor by e-mail to discuss any issues that arise, the content or organization of your paper, or to schedule an appointment.
- D-Clearance and forms are available from the Gender Studies office in THH 422. Schedule an appointment with Jeanne Weiss for D-clearance, to pick up forms, or to discuss any questions you might have: jeannew@usc.edu; 213/740-2792.

Please remember: your internship must be gender-focused.
Organizations such as GLAAD are an obvious fit for SWMS 311. However, sometimes internships with organizations that do not have an obvious gender focus are completed by students who focus their work and paper on a gender component. All internships require prior approval from the Gender Studies chair.

**RECENT INTERNSHIPS...**

Below is a brief list of some internships that students have completed. Feel free to contact these organizations to inquire about internship opportunities.

**Asian Pacific AIDS Intervention Team**
- www.apaitonline.org
- 213/375-3830

**Feminist Majority Foundation**
- www.feminist.org
- 310/556-2500

**GLAAD**
- www.glaad.org
- Contact: Human Resources
- jobs@glaad.org

**ONE National Gay and Lesbian Archives**
- www.onearchives.org
- 213/821-2731
- askone@usc.edu

**Planned Parenthood**
- www.pplosangeles.org
- 213/284-3200

**Relationship and Sexual Violence Prevention and Services (RSVP)**
- www.usc.edu/eshcrsvp
- 213/740-4900
- Contact: Elizabeth Reyes, Ph.D.
- eshrsvp@usc.edu

**OTHER IDEAS...**

Following is a list of other organizations you might want to consider. Visit the websites for more information.

- American Civil Liberties Union
  - www.aclusocal.org
- Bienestar Human Services, Inc.
  - www.bienestar.org
- Break the Cycle
  - www.breashthecycle.org
- California Women’s Law Center
  - www.cwlc.org
- Downtown Women’s Shelter
  - www.dwcweb.org
- League of Women Voters of LA
  - www.lwvlosangeles.org
- Los Angeles Gender Center
  - www.lagendercenter.com
- Minority AIDS Project
  - www.minorityaidsproject.org
- National Council of Jewish Women
  - www.ncjwla.org
- Plaza de la Raza
  - www.plazadelaraza.org
- Southern CA Women’s Caucus for Art
  - www.scwca.org

SWMS 311, Gender Studies Internship, gives students the opportunity to develop valuable skills and contacts that can last well beyond graduation. Take this opportunity seriously: behave professionally; ask questions; be involved. Good luck!