

POLS5100

International Relations Internship

Term 3, 2022



Course Overview

Staff Contact Details

Convenors

Name	Email	Availability	Location	Phone
Louise Studdy	l.studdy@unsw.edu.au	email to arrange consultation	Room 165, Level 1, Morven Brown	02 9065 8048

School Contact Information

School of Social Sciences

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Acknowledgement of Country

UNSW Arts, Design and Architecture Kensington and Paddington campuses are built on Aboriginal Lands. We pay our respects to the Bidjigal and Gadigal peoples who are the Custodians of these lands. We acknowledge the Aboriginal and Torres Strait Islander peoples, the First Australians, whose lands, winds and waters we all now share, and pay respect to their unique values, and their continuing and enduring cultures which deepen and enrich the life of our nation and communities.



Image courtesy of the Office of the Pro Vice-Chancellor Indigenous [UNSW's Indigenous strategy](#)

Course Details

Units of Credit 6

Summary of the Course

In this work integrated learning experience you will apply and extend your theoretical knowledge and practical research, communication and collaboration skills in a professional environment. You will be placed part-time with a research institute, an international organisation, a non-government organisation, a government agency or a member of parliament (usually one day per week for 10 weeks). During this time, you will complete a research project negotiated with the workplace supervisor. Successful completion of the internship is dependent on the fulfilment of a contract that will be jointly negotiated between the internship director, workplace supervisor and you, the student. Your work placement will be supplemented with workshops at UNSW which focus on policy-making processes and reflective, professional practice.

Course Learning Outcomes

1. Demonstrate applied independent problem solving ability in the workplace through the successful completion of the internship and the research project(s) required by your agency.
2. Communicate clearly and effectively in both written and oral form.
3. Deploy theoretical insights from the discipline to reflect critically on policymaking and/or organisational processes.
4. Articulate an awareness of career options and possibilities

Teaching Strategies

In this course students will engage with both the practical and theoretical components of their discipline and with the application of these components outside university. Students are expected to engage with their experiences through workshops during the term providing the opportunity for reflective feedback and exchange of experience between peers. Students are also expected to present their experiences in the format of a critical reflection and a detailed project report. Students are encouraged to contextualise their discipline-related theoretical and methodological knowledge in the 'real world' of research and policy making through the internship and through the project report. The workshops provide an inclusive forum for the diverse experiences of students to be shared and discussed, and for these to be linked back to the key themes, theories, and methods in the discipline of public policy and/or international relations. Project reports will reflect the range of contexts and material that different students experienced during their internships.

Assessment

Assessment task	Weight	Due Date	Course Learning Outcomes Assessed
1. Reflective Journal	40%	11/11/2022 10:00 PM	1, 2, 4
2. Draft Organisational Essay Plan	10%	06/10/2022 10:00 PM	1, 2, 3
3. Organisational Essay	50%	17/11/2022 10:00 PM	1, 2, 3

Assessment 1: Reflective Journal

Start date: 12/09/2022 02:00 PM

Assessment length: 1500 words

Due date: 11/11/2022 10:00 PM

1500 words. Critical reflection on the internship experience. Unlike the organisational essay, this task is focused on your own personal experience and learning / transformation throughout the period of the internship. Feedback is in the form of written comments from the course convenor.

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

Additional details

This journal should be an analytical reflection on the internship experience. You should draw on the theories and/or concepts you have covered during your university studies. The journal should articulate what you have learnt from the internship experience and its value in terms of enabling you to draw on your postgraduate studies here at UNSW.

Assessment 2: Draft Organisational Essay Plan

Start date: 12/09/22

Assessment length: 1000 words

Due date: 06/10/2022 10:00 PM

1000 words. The aim of this assignment is to guide you in the collection of evidence for your organizational essay.

Written feedback from Course convenor.

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

Additional details

The aim of this assignment is to guide you in the collection of evidence for your essay. You need to

provide the academic coordinator with a report summary of the tasks you have been set in the context of the host organization's work. The report summary should indicate (a) the task(s) assigned to you; (b) the overall policy framework of the organization with some examples linking this to your tasks / project ; (d) clarification of future tasks (if decided upon) . This assignment is constructed so that students are guided in setting their own report question and theoretical framework which demonstrates an understanding of the requirements of the final task set for this course. Engaging in this assessment should indicate a level of effective communication of the link between the literature set for this course and the vocational placement experience also providing a structured plan for the argumentative report.

Assessment 3: Organisational Essay

Start date: 24/10/2022

Assessment length: 3000 words

Due date: 17/11/2022 10:00 PM

3000 words. Upon completion of the internship students are required to submit an essay that provides a critical evaluation of the internship experience through a focus on the host organization. This is not meant to be a critique of the host organization but a demonstration of what has been learnt about the organization (and working in that area of public policy) through the internship experience.

Feedback will be in the form of written comments by the course convenor.

This is the final assignment of the course

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

Additional details

This assignment is constructed so that students are engaged in independent and reflective learning. Students will elaborate on their draft essay providing more examples from their internship and greater linkage to relevant literature. There is no self similarity between the draft organisational essay and this paper. As students will have nearly completed their placement hours , they should have a greater understanding of how the host organisation functions, works to fulfil its Mission Statement, navigates challenges and interacts with key stakeholders and the community. Students should place the host in context e.g. NGO, INGO with citations from texts and articles (from leganto and their own research.) To assist students in exploring these areas, there are some questions below to stimulate further exploration and discussion with the host supervisor and team. Students are expected to read widely and support their analysis with a range of citations from the literature.

Questions to promote greater understanding of the host organisation (suggestions- no need to cover them all.)

From an organisational perspective:

- what does the host organisation do?

- how is the host organisation organised to achieve its objectives?

From a functioning or management perspective:

- how are problems tackled within the host organisation?
- what are some key challenges within the host organisation? Is this typical of similar organisations e.g lack of funding?

From a knowledge and power perspective:

- what does this tell you about the management process (especially in terms of objective setting) within the host organisation

** Students must consider confidentiality of host information and check with their supervisor as to what information can be shared.

Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

Course Schedule

[View class timetable](#)

Timetable

Date	Type	Content
Week 4: 3 October - 7 October	Assessment	Draft Organisational Essay Plan
Week 9: 7 November - 11 November	Assessment	Reflective Journal
Week 10: 14 November - 18 November	Assessment	Organisational Essay

Resources

Prescribed Resources

The University is able to facilitate successful applicants' internships. Students may also independently locate other host organizations and obtain a permission from the MIR convenor to have internship there.

Reading and resources

There is no set reader for this course. However the following is a list of recommended readings and resources that will help you during your internship and with your written assessments and oral presentations. It will be extremely difficult to complete your assessments without consulting a number of the readings on this list.

There is a lot of excellent literature on the making of public policy in Australia, in other countries, and at the global level. This list is not exhaustive, in fact it barely scratches the surface. You are encouraged to use these sources as a starting point and add your own sources to this list throughout your internship. The following list includes recent books written in this area as well as some classic books that have defined the analysis of public policy. The books you choose to read will depend on the focus of the agency where you are doing your internship and your own interests. It will probably also depend on whether their operations are local, national, or global. Most of the books listed here are edited works with different case studies in each chapter which makes them up to date and means they cover a vast range of public policy issues. Remember, the best place to find policy documents is the institution, department, or organisation that produced them- so that should always be your first stop.

In your exploration of the public policy literature, you will find the library website an invaluable resource. <http://www.library.unsw.edu.au>.

You will also benefit from becoming familiar with GoogleScholar (<http://scholar.google.com>) as a key search engine for academic publications and reports. You can set up the preferences to link to the UNSW Library even when you are not on campus. Go to Google Scholar> settings> library links, and enter 'University of New South Wales' in the box for "Library":

You can sign up for Table of Contents (TOC) Alerts from the homepages of relevant journals, to receive an email whenever new articles are published in that journal. Journal websites will often carry information on the most viewed and most cited articles; these are likely to be interesting and often influential contributions. Google Scholar will also point you to articles that have cited a particular article and hence will be related to the topic. PLEASE ALSO USE THE LEGANTO LIST OF ARTICLES AND BOOKS - SEE MOODLE LINK.

Recommended resources

Brown, L. D. & Ebrahim, A. & Batliwala, S. (2012), "Governing International Advocacy NGOs", *World Development*, Vol. 40, No. 6, pp. 1098–1108.

Clegg, Stewart (1990) *Modern Organisations* (London: Sage).

Clarke T & Clegg, SR (2000) *Changing paradigms: The Transformation of Management Knowledge for*

the 21st Century (London: Harper Collins).

Clegg, SR, Kornberger MM & Pitsis TS (2006) *The SAGE handbook of organization studies* 2nd edition (London: Sage).

Considine, Mark (2005), *Making Public Policy* (Cambridge: Polity Press).

Goodman, J. (2012), "Non-state actors: Multinational Corporations and International Non-Governmental Organisations", In Anthony Burke and Jim George (eds.) *An Introduction to International Relations*, 2nd Edition, Cambridge: Cambridge University Press, pp. 310-322.

Jordan, S. & Tuijl, P, V. (2000), "Political Responsibility in Transnational NGO Advocacy", *World Development*, Vol. 28, No. 12, pp. 2051-2065.

Jubilee Australia Research Centre (2014) *Voices of Bougainville: Nikana Kangsi, Nikana Dong Damana*, self-published, Sydney.

Kilby, P. (2006), "Accountability for Empowerment: Dilemmas Facing Non-Governmental Organizations", *World Development*, Vol. 34, No. 6, pp. 951–963.

Morgan, Gareth (1996) *Images of Organisations* (London: Sage).

Phillips, R (2010) 'Social-Policy Research in Human-Services Non-Government Organisations in Australia: Towards a Theorisation', *Third Sector Review*, vol. 16, no. 3, pp. 7-24.

Ronit, K. (ed.) (2007) *Global Public Policy: business and the countervailing powers of civil society* (London: Routledge).

Rossteutscher, S. (ed.) (2005) *Democracy and the Role of Associations: political, organizational, and social contexts* (New York: Routledge).

Yaziji, M & Doh, J. (2009), *NGOs and Corporations*, Cambridge: Cambridge University Press.

Recommended Resources

Please refer to the leganto on Moodle with suggested texts and articles.

Course Evaluation and Development

Student evaluative feedback is gathered at regular intervals using UNSW's My Experience process. Informal feedback and class-generated feedback are also welcome and are an important component of this course. Student feedback is taken seriously, and continual improvements are made to the course based on this feedback, including regular revisions of readings, class-based exercises and assessment practices.

Submission of Assessment Tasks

Turnitin Submission

If you encounter a problem when attempting to submit your assignment through Turnitin, please telephone External Support on 9385 3331 or email them on externalteltsupport@unsw.edu.au

Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year). If you are unable to submit your assignment due to a fault with Turnitin, you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support, you will automatically receive a ticket number, but if you telephone, you will need to specifically ask for one. Turnitin also provides updates on their system status on Twitter.

Generally, assessment tasks must be submitted electronically via either Turnitin or a Moodle assignment. In instances where this is not possible, alternative submission details will be stated on your course's Moodle site. For information on how to submit assignments online via Moodle:

<https://student.unsw.edu.au/how-submit-assignment-moodle>

Late Submission Penalty

UNSW has a standard late submission penalty of:

- 5% per calendar day,
- for all assessments where a penalty applies,
- capped at five calendar days (120 hours) from the assessment deadline, after which a student cannot submit an assessment, and
- no permitted variation.

Students are expected to manage their time to meet deadlines and to request [Special Consideration](#) as early as possible before the deadline. Support with [Time Management is available here](#).

Academic Honesty and Plagiarism

Plagiarism is using the words or ideas of others and presenting them as your own. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement.

UNSW groups plagiarism into the following categories:

- Copying: Using the same or very similar words to the original text or idea without acknowledging the source or using quotation marks. This includes copying materials, ideas or concepts from a book, article, report or other written document, presentation, composition, artwork, design, drawing, circuitry, computer program or software, website, internet, other electronic resource, or another person's assignment without appropriate acknowledgement.
- Inappropriate paraphrasing: Changing a few words and phrases while mostly retaining the original information, structure and/or progression of ideas of the original without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.
- Collusion: Working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student for the purpose of them plagiarising, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.
- Inappropriate citation: Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.
- Duplication ("self-plagiarism"): Submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

The UNSW Academic Skills support offers resources and individual consultations. Students are also reminded that careful time management is an important part of study. One of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting and proper referencing of sources in preparing all assessment items. UNSW Library has the ELISE tool available to assist you with your study at UNSW. ELISE is designed to introduce new students to studying at UNSW, but it can also be a great refresher during your study.

Completing the ELISE tutorial and quiz will enable you to:

- analyse topics, plan responses and organise research for academic writing and other assessment tasks
- effectively and efficiently find appropriate information sources and evaluate relevance to your needs
- use and manage information effectively to accomplish a specific purpose
- better manage your time
- understand your rights and responsibilities as a student at UNSW
- be aware of plagiarism, copyright, UNSW Student Code of Conduct and Acceptable Use of UNSW ICT Resources Policy
- be aware of the standards of behaviour expected of everyone in the UNSW community
- locate services and information about UNSW and UNSW Library

Academic Information

Due to evolving advice by NSW Health, students must check for updated information regarding online learning for all Arts, Design and Architecture courses this term (via Moodle or course information provided).

Please see: <https://www.unsw.edu.au/arts-design-architecture/student-life/resources-support/protocols-guidelines> for essential student information relating to:

- UNSW and Faculty policies and procedures;
- Student Support Services;
- Dean's List;
- review of results;
- credit transfer;
- cross-institutional study and exchange;
- examination information;
- enrolment information;
- Special Consideration in the event of illness or misadventure;
- student equity and disability;

And other essential academic information.

Image Credit

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