Campaign Internship
Political Science 4191
Spring 2016

“To elect, and to reject, is the prerogative of a free people.”
Thomas Paine
National Intelligencer, 29 November 1802

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PURPOSE

Internships can serve a variety of purposes. Internships can serve as stepping stones to a vocation, a chance to “try out” employment in a particular field, as well as an opportunity to gain practical experience that can lead to future employment. This course is designed to give students an opportunity to gain such practical experience by working for a political campaign while permitting them to apply concepts from Political Science to real world experiences.

The following is a list of some objectives which the internship might fulfill for you and the organization with which you work:

1. provide students the opportunity to relate theory to practice
2. give students in-service orientation to a career area they may wish to pursue
3. allow students the opportunity to work in their area of intended specialization
4. enhance student’s understanding of organizational and group processes
5. enhance student’s awareness of public service obligations
6. develop an ongoing relationship between the academic and practitioner community
7. provide “apprentice” expertise and a new perspective for organizational operations

Although the foundation of this course is a work experience, it is still a course for which you will earn academic credit. Therefore, the requirements for this course and the evaluation of your performance in it are based upon a combination of work experience and more traditional academic activities.

WORK REQUIREMENTS

The first requirement is that you must work on meaningful tasks for a political campaign. In order to earn academic credit, students are expected to work a MINIMUM of six (6) hours per week (90 hours in a 15 week semester) at their internship. You and your employer must both sign the Terms of Agreement form and turn it in to Elizabeth Kloss. You must turn in your Employer’s Evaluation of your work performance in person during regular office hours or to the appropriate drop box no later than 11:59pm on Friday, April 15. This evaluation will constitute 30% of your grade.
ACADEMIC REQUIREMENTS

In addition to the readings assigned in the syllabus and available on CARMEN, the following assignments are required.

Update Reports

Please submit short, 1-2 page updates regarding your work and the campaign in general. I want to know what you have been doing, what has been going well (or not) on the campaign. No one will see these reports except me and they will also be an important record and useful tool as you reflect on your experience in your final report. Each report is worth 4 points and should be turned into the appropriate drop box no later than 11:59pm on the date assigned.

Career Development Plan

This assignment is not intended to be an onerous assignment and you should be able to accomplish all that is required in five to eight pages. However, you do need to be thoughtful in exploring each section. Feel free to be creative in brainstorming possible ways to achieve your goals. It is not acceptable to say that you do not have any ideas related to the sections because your internship experiences have been limited. Remember you get out of your internship what you put into it – you may have to be more proactive in ensuring you get out of your internship what you need to help ensure your professional success. This assignment should be turned into the appropriate drop box on Carmen no later than 11:59pm on Sunday, April 10 and will also constitute 20% of your grade.

Section I – Where am I going? Finding Your FOCUS.

In this section, identify and discuss the kind of career and work which interests you. You do not need to identify a specific position, but I want you to think about the kinds of tasks you would like to perform, the environment in which you would like to work, responsibility level, your lifestyle, etc. To assist in this process, you should complete the “Finding Your FOCUS” module from the On PACE program at Buckeye Careers. This is a useful resource, and while you are required to complete the first module and discuss what you learn from it into your Career Plan, you should feel free to explore and take advantage of any others modules that interest you.

Instructions for accessing On PACE

Go to the Buckeye Careers site http://careers.osu.edu/
Then click on students
Click on Buckeye On PACE
Login using your OSU user name and dot number
Go to Modules
Select the “Finding Your FOCUS” model

Section II – Skills

As you observe the people around you in your internship, what are the necessary and valuable skills that help ensure success? Skills can be as specific as computer word-processing or as
general as being able to work as part of a team. This section has two parts: **skills you need to possess** and **skills you need to develop**. As you think about this section you may want to pursue information interviews with people currently holding positions that interest you. The second On PACE module might also help you think about skills.

A. Identify skills you possess (or are discovering that you possess) which will help you market yourself in the field of your choice in the future. What activities have you been involved with either in your internship or elsewhere that demonstrate these skills?

B. Identify skill areas in which you are weak and in which you need to develop or grow.

**Section III – Contacts**

In this section, identify contacts you have made in your current internship which you can utilize in helping you achieve your career goal. Be specific on how you intend to cultivate these people to assist you in pursuing your career goals. In addition, are there contacts you need to make with people in certain types of positions who could help you in achieving your career goal? Identify these people and/or positions.

**Section IV – Plan of Action**

In this final section, create a plan of action and timetable, diagramming your efforts toward pursuing your professional goals. Have your experiences altered your career goals? What should you do next? The easiest way to accomplish this is to reflect upon your ideas and suggestions from the above sections, develop a sequence for accomplishing them, and place them into a timetable.

**Final Report**

All students are required to write a final report discussing their work on the campaign and the election in November. This report should be between 10-15 pages in length (typed, double spaced). It must be primarily analytical, rather than descriptive. Please compare your experiences to the ideas presented in the assigned readings, using correct citations. Discuss the success of your campaign based on your personal experience, media reports and your academic knowledge. This paper should include a minimum of 10 unique citations, at least half which should be from academic sources. This paper will constitute 30% of your grade and should be turned into the appropriate drop box on Carmen no later than 11:59pm on Sunday, April 24.

**Please Note:** Carmen’s drop box will not accept file names that include certain characters, such as ' (apostrophe), " (quotes), * (asterisk), | (vertical bar), \ (back slash), / (slash), ? (question mark), : (colon), < or > (greater than or less than), ' (back tic), & (ampersand), ; (semicolon), and # (pound sign). If you submit a file that has one of these characters in the name, it will appear in the Folder Submissions as submitted, but your instructor will not be able to read it.
EVALUATION

30 points   Employer Evaluation
30 points   Final Report
20 points   Career Development Plan
20 points   Check-in Reports (5 @4 points each)

100 possible points

GRADES

Grades will be awarded based on the following formula:

94 points or more = A
90-93.99 points = A-
88-89.99 points = B+
82-87.99 points = B
80-81.99 points = B-
78-79.99 points = C+
72-77.99 points = C
70-71.99 points = C-
68-69.99 points = D+
62-67.99 points = D

LATE ASSIGNMENTS WILL NOT BE ACCEPTED
unless prior arrangements have been made with the instructor or unless the student can provide
documentation of medical issues or other emergencies.

COURSE SCHEDULE

WEEK 1-4:  Read chapters 1-2 “Introduction” and “The American Electoral Process” from
Sides, J., Shaw, D., Grossmann, M., & Lipsitz, K. (2014). Campaigns and
elections: Rules, reality, strategy, choice (2nd ed.). New York: W. W. Norton and
Company.

AND

Chapter 8 “Political parties, interest groups and election in Ohio” from Sracoc, P.
Press.

WEEK 5:  1st check-in due before 11:59pm on Sunday, January 31

WEEK 6:  Read chapter 5 “Modern Campaign Strategies” from Sides, J., Shaw, D.,
Grossmann, M., & Lipsitz, K. (2014). Campaigns and elections: Rules, reality,
strategy, choice (2nd ed.). New York: W. W. Norton and Company
AND ONE of the following chapters. Select the chapter that is most useful given your internship:


or


or


or


or


or


or


or


or


or


WEEK 7: 2nd check-in due before 11:59pm on Sunday, February 14


WEEK 9: 3rd check-in due before 11:59pm on Sunday, February 28


and


WEEK 11: 4th check-in due before 11:59pm on Sunday, March 13


Read ONE of the following chapters. Select the chapter that is most useful to you and your internship


or


or


or


or

**WEEK 14:** 5th check-in due before 11:59pm on Sunday, April 3-if the election has already occurred, please complete an additional module from OnPACE and write a short review, explaining why you selected it, what you learned and how this has or has not affect you career plans and goals.

**WEEK 15:** Career Development Plan due by 11:59pm on Sunday, April 10

**FINAL PAPER DUE BY 11:59pm on Sunday April 24**

*While I do not anticipate the need to make changes to this course, this syllabus is to be regarded as a flexible document because life and technology can surprise. Students will be notified of changes to the syllabus by e-mail which will be sent to their official OSU e-mail address and/or via CARMEN. Students should check CARMEN and their OSU e-mail often.*

**Additional Items Required by the University:**

*Academic Integrity*

All of the work you do in this course is expected to be your own. **Cheating or plagiarism will not be tolerated.** The Committee on Academic Misconduct investigates or establishes procedures for the investigation of all reported cases of student academic misconduct. “Academic misconduct” includes cases of cheating, plagiarism, and other dishonest practices. Instructors must report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct (http://studentaffairs.osu.edu/resource_csc.asp).
Students with Disabilities
If you have any condition, such as a physical, psychiatric/emotional, medical or learning disability, that will make it difficult for you to carry out the work as outlined in this syllabus, or will require extra time for exams, please notify the instructor as soon as possible so that appropriate arrangements can be made. **You must also contact the university’s Office of Disability Services to receive appropriate documentation. All information and documentation of disability are confidential.** For further information, contact ODS, 150 Pomerene Hall, 1760 Neil Avenue; telephone, 292-3307, TDD 292-0901. For further information, consult the ODS website at [http://www.ods.ohio-state.edu](http://www.ods.ohio-state.edu)