CIEE Amman, Jordan

<table>
<thead>
<tr>
<th>Course name:</th>
<th>Organizational Internship</th>
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<tbody>
<tr>
<td>Course number:</td>
<td>INSH 3801 AMJO</td>
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<tr>
<td>Programs offering course:</td>
<td>Middle East Studies</td>
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<td>Language of instruction:</td>
<td>English</td>
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<tr>
<td>U.S. Semester Credits:</td>
<td>3</td>
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<tr>
<td>Contact Hours:</td>
<td>110-120 internship hours PLUS 15hrs class</td>
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<td>Term:</td>
<td>Fall 2019</td>
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**Course Description**

The Internship Program gives students hands-on experience with local, regional or international organizations and businesses within the Jordanian context. Students will be exposed to the complex developmental, social, political and business fabric of Jordan and will gain valuable work experience. The objective of this course is for students to place their work experience into the broader context of professional development and development in Jordan.

**Learning Objectives**

The key objectives are for students to acquire experience and knowledge regarding:

**Practicum:**
- Experience a new/different cultural environment and work context that is different from previous job experiences in their home country
- Exposure to grass-root practicalities of Jordan, each in the field of their host institution.

**Companion course:**
- Gain best practices to adjust, comprehend and overcome challenges at the new work environment.
- Explore topics related to development, refugees and aid cycle in Jordan.
- Acquire and experience report writing and presentation skills.

**Course Prerequisites**

Students must apply for and be accepted to do an internship with an organization. CIEE pre-approved list will be provided to students during the orientation week. **Students are required to contact course instructors should they secure an internship with an organization that is not listed.**

**Methods of Instruction**

The main part of the course is the practicum, which is monitored by the CIEE instructors through office hours, check-ins and follow up with the internship on-site supervisor. Students are encouraged to consult with the instructors regarding issues or concern related to the internship. In addition, the class meets bi-weekly for guest lecturers, planned site visits and discussions on topics related to development in Jordan. At least one site visit that is put together to provide a practical insight into donor/host organizations and their efforts put to support Jordan.
Note:
Guest speakers and site visits will be announced upon confirmations from the host/guest.

Assessment and Final Grade

1. Internship performance as per written evaluation of internship supervisor 30%
   (Student is responsible for making sure supervisor submits evaluation)
2. Three Reflective journals (7%, 7% & 6%) 20%
3. Class participation, attendance and meetings with the instructors 15%
4. Final project presentation 15%
5. Final project report 20%

Course Requirements

Internship Performance Evaluation by Supervisor

Practicum – minimum 110-120 hours/ 13 weeks for the semester class and one-on-one meetings. Students should keep their own log of hours worked for verification by their internship supervisor at the end of the semester. Students are also required to obtain from their supervisor an internship evaluation, which will be sent to each supervisor by CIEE before the end of the semester. It is the student's responsibility to make sure that their on-site supervisors have submitted their evaluation.

Journals/Prompts:
Over the course of the semester, prompts will be initiated by the course lecturer. These prompts are meant to trigger a thoughtful reflection on a relative work experience, class reading or a site-visit. The journal should be 700-1000 words (Double spaced).

Final Project Report & Presentation:
Maximum 3000 words report on organizational development plan – this paper is written as a professional report outlining the development plan of the Non-Governmental Organization (NGO) you are planning to start in Jordan. This NGO can be an international, national or royal NGO that is working on an issue/s related to development. The idea of the NGO can be related to your internship or your interest: i.e., water, environment, health, adolescent empowerment, business development, economic development, etc. The instructors must agree to the group idea before developing the plan and will provide a step-by-step guidelines and guidance on the final project and paper. The final report should not exceed 3000 words of content (also double spaced – Executive Summery to conclusion).
Students are also required to present their organization in front of the class as well as a committee the represents different stakeholders.

Attendance, Class Participation and meetings with the Instructors
Attendance will be taken regularly. After your second absence you will lose 5% from your final grade per absence. Part of the class participation grade will be the working hours log; a google drive will be used for tracking the internship working hours.
Please refer to your handbook for attendance policy.
Meetings with the instructors will include 2 meetings. The first one is a one-on-one meeting to check the students are doing in their internships and the second one will be a group meeting regarding the group project to provide feedback.

**Weekly Schedule**

**Week 1  Introduction to the Internship course and Setting Goals**
- Review of syllabus
- Setting SMART Internship Goals
- Expectations and challenges
- Check-in regarding placements
- General Discussion on Development in Jordan

**Readings:**

**Week 2  Refugees in Jordan: An introduction**

**Reading:**
- Chatelard, Geraldine. (2010), Jordan: A Refugee Haven, Migration Policy Institute Available at: [https://www.migrationpolicy.org/article/jordan-refugee-haven](https://www.migrationpolicy.org/article/jordan-refugee-haven)

**Week 3  Guest Speaker: NGOs, funding dynamics, trends, and donor agencies**
This class will address issues related to types of project, fields that matters to donors, funding, NGOs and challenges in the application and following up process, and more.

**Readings:**
First Journal Response Due by 11:59pm
Based on your initial experience with your host organization so far; thoughtfully comment on the following prompts in the context of the host organization scope of work and tasks/projects assigned:
- Focus area of interest
- Potential learning prospects – professionally and culturally
- Anticipated challenges and ways to overcome

Week 4  The Case Study of Syrian Refugees: The Social and Economic Impact

Readings:

Week 5  Guest Speakers: Jesuit Refugee Service (JRS) Volunteers and Beneficiaries

Please visit the JRS website to learn about their work in Jordan http://en.jrs.net/recruitdetail?cid=103

Week 6  Guest Speaker: International Rescue Committee – IRC
The case of Syrian Refugees Crisis: from Emergency Response to Development

Reading:
- International Rescue Committee (IRC)
Second Journal Response Due by 11:59

Week 7
Site visit: Ministry of Planning/USAID/UNDP/Ministry of Foreign Affairs and Expatriates
TBD depending on approvals

Readings:
Note: these readings will be updated according to the site visit
- The Foreign Affairs Budget, by the Project on the Middle East Democracy.
- Jordan; Country Development Cooperation Strategy 2013 – 2019
- Ministry of Planning: Jordan’s Foreign Aid Reports
  Ministry of Foreign Affairs and Expatriates
  https://jordan.gov.jo/wps/portal/Home/GovernmentEntities/Ministries/Ministry/Ministry%20of%20Foreign%20Affairs?nameEntity=Ministry%20of%20Foreign%20Affairs&entityType=ministry

Third Journal Due by 11:59
Internship in Action! You need to submit 3-5 photos of you in action

Week 8
Discussion and Class wrap up: Development in Jordan, where to?
Final Presentations
Final Paper Due by 11:59pm

Readings
  https://www.jstor.org/stable/27648240?seq=1#page_scan_tab_contents
- Jordan is Sliding Toward Insolvency by Kirk H. Sowell
  http://carnegieendowment.org/sada/63061
Readings

- Chatelard, Geraldine. (2010), Jordan: A Refugee Haven, Migration Policy Institute Available at: https://www.migrationpolicy.org/article/jordan-refugee-haven
- After the Deportation: How Jordan Left Sudanese Refugees to Death and Separation https://www.7iber.com/politics-economics/after-the-deportation/
- International Rescue Committee (IRC) https://www.rescue.org/country/jordan
  https://www.jstor.org/stable/27648240?seq=1#page_scan_tab_contents
- Jordan is Sliding Toward Insolvency by Kirk H. Sowell
  http://carnegieendowment.org/sada/63061