

COURSE SPECIFICATION DOCUMENT

Academic School/Department:	Communications & The Arts
Programme:	MA Creative Industries: Performing Arts Management
FHEQ Level:	7
Course Title:	Internship
Course Code:	PAM 7902
Student Engagement Hours:	200
Independent / Guided Learning:	200-240 Hours
Semester:	SUMMER
Credits:	20 UK CATS credits 10 ECTS credits 4 US credits

Course Description:

Students will complete at least 6 weeks of full-time work or the equivalent part-time within an organization to enable participation in graduate level experiential learning and so develop hands-on skills and professional experience which will prepare students for work in the fields of performing arts management and administration. Placements are supervised, career-related work experiences combined with reflective, academic study that help students 'learn by doing'. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student and the organization to ensure that the placement is a successful one.

Pre-requisite: MA Creative Industries: Performing Arts Management students only.

Aims and Objectives:

- To provide students with an opportunity to participate in graduate-level experiential learning
- To prepare students for work in the field of performing arts management and administration
- To reflect upon work experience and possible future career paths

- To consider the application of learned academic knowledge within a professional context
- To develop students' professional communication skills, including written and oral communication

Programme Outcomes:

At the end of this course, the students will have achieved the following programme outcomes: A7, B4, B5, B6

A detailed list of the programme outcomes is found in the Programme Specification. This is maintained by Registry and located at: <https://www.richmond.ac.uk/programme-and-course-specifications/>

Learning Outcomes:

- show excellent writing skills including logical and structured narratives and arguments supported by relevant primary and secondary evidence
- demonstrate professional presentation skills including verbal visual analysis, communicated clearly to specialist and non-specialist audiences
- deploy the skills and experience required to work in the field of performing arts management and administration.

Indicative Content:

- critical reflection on the internship experience
- the range of career pathways possible within the art world
- hands-on skills within a specific sector of the arts and creative industries
- writing within a professional context
- verbal communication and presentation skills within a professional context
- how to approach the search for an internship

Assessment:

This course conforms to the Richmond University Standard Assessment Norms approved at Academic Board and are located at <https://www.richmond.ac.uk/university-policies>.

The following should apply to all internship courses:

- No exams
- Professional Learning Journals are required
- MA level assessment points will be driven by a greater presence of self-directed learning

Teaching Methodology:

'Experiential Learning involves direct encounter with the phenomena or discipline being studied and the learning is achieved through reflection upon the everyday experiences' (Houle 1980). The Internship program utilizes these ideas and assists student with the process of self-learning support by a faculty supervisor. Faculty supervision will be in a combination of meetings, correspondence through email, and assessment of written work.

Indicative Text(s):

- Cottrell, S. (2015). *Skills for Success*. Basingstoke: Palgrave Macmillan
- Hooley, T. (2017) *You are Hired! Graduate Career Handbook: Maximise Your Employability and Get a Graduate Job*. British Library: Crimson Publishing

See syllabus for complete reading list

Change Log for this CSD:

Nature of Change	Date Approved & Approval Body (School or AB)	Change Actioned by Academic Registry