

## Department of Sociology & Anthropology Internship Announcement (Fall 2025 Semester)

The SOCI 498 internship experience is designed to provide students with an opportunity to engage in applied sociology—to integrate knowledge with field experience and to evaluate vocational options based on newly acquired knowledge and skills. Students who complete an internship can **earn 3 (or, in rare cases, 6) academic credits (SOCI 498)**. These credits can be counted towards upper-division elective requirements in Sociology/Criminology or Anthropology. Our current and potential internship partners are listed on page 2, but we also welcome self-identified internships. If you have a connection to an organization related to Sociology or Anthropology, this would be a great time to take advantage of that for a potential internship!

### ELIGIBILITY

1. Current major or minor in Sociology (General or Criminology options) or Anthropology
2. Junior or Senior standing (preferred but not required)
3. Completed at least 15 credits of SOCI or ANTY coursework (some exceptions, but needed to connect internship to coursework)

### PROGRAM REQUIREMENTS

The actual internship experience will vary according to the needs and opportunities of the sponsoring agency. In all cases, however, the basic requirements of the internship are:

1. **Work Requirements:** Interns are expected to provide useful service to the sponsoring agency, with a general expectation of 8-10 hours of work per week. Interns must comply with all rules and regulations of the sponsoring agency (possibly a background check).
2. **Benchmark Assignments:** Twice during the semester interns submit benchmark assignments covering recent activities and ties to MSU coursework.
3. **Final Paper:** Interns write a final paper that provides closure to their internship experience. Papers will be approximately 8 typewritten pages applying coursework to their experiences at the sponsoring agency.
4. **Meetings:** Students will meet with the Internship Coordinator at least 3 times during the semester.

### APPLICATION AND SELECTION

Interested students should submit the following to Dr. Warner by **Friday, April 18<sup>th</sup>**:

1. Completed application form (sent to students as separate attachment)
2. Current resume
3. Personal statement of no more than one double-spaced page. Please discuss here why you would be a good fit for a particular internship or for the internship program overall. Please also discuss how an internship will help you achieve career goals (see application for more information).

### DEADLINES

Application materials and accompanying documents must be completed and submitted to Dr. Cody Warner via email ([cody.warner@montana.edu](mailto:cody.warner@montana.edu)). **Applications are due by Friday, April 18<sup>th</sup>, at 5:00 PM. There are some exceptions to this summarized on the next page.** Submission does not guarantee acceptance into the program, so please be sure to have a back-up plan for your Fall 2025 course load. Applications will first be screened by Dr. Warner and then forwarded to the respective agencies. Students may be contacted for follow-up questions or interviews.

## Current and Potential Internship Partners

### 1. Local Law Enforcement Agencies:

- a) [Bozeman Police Department](#) has 2 potential positions for Fall (interns rotate through the Patrol Division, Detective Division, and Support Services Division)
- b) [Gallatin County Sheriff's Office](#) has 1-2 potential positions for Fall (past interns have helped with trainings, done ride-alongs, and cycled through divisions)
- c) [Montana State University Police Department](#) has potentially 1 position for Fall (past interns have worked facilitating certifications, trainings, and doing ride-alongs)

### 2. The [Detention Center](#) (i.e., local jail) has up to 2 positions for Fall. Interns work in intake, security, programs/services, and with the Fresh Start Reentry Program (working with people returning to Gallatin County following a stay in jail or prison).

### 3. The [Office of Court Services](#) for Gallatin County has up to 1 position for Fall. Intern responsibilities include visits to the jail, attending court hearings, and meeting with clients; great for students interested in legal work or social services.

### 4. The [Office of the Public Defender](#) has potentially up to 2 positions for Fall. Interns attend court hearings, assist with data and writing projects, and direct client interaction; great for students interested in legal work or social services.

### 5. **Bridgercare** has internship opportunities for students interested in sexual and reproductive healthcare (see [website](#) for more details and application process; applications for this internship are due by May 6). Students who apply through the website and are selected can receive internship credit.

### 6. **Haven** has internship opportunities for those interested in supporting survivors of intimate partner violence (see [website](#) for more details and application process). Students who apply through the website and are selected can receive internship credit.

### 7. **Self-identified internships**

- a) Do you have a connection with an organization that is related to your studies? We welcome students bringing us their own internships. Please contact the department if this applies! *This is especially the case for Summer internships. If you have one, are willing to take on the tuition costs, and would like academic credit, then please reach out!*

### IMPORTANT NOTES:

- **Academic credits:** Most internships are 3 credits during a standard semester. Students in Sociology may be eligible for up to 6 internship credits to count towards degree requirements, and all students can earn up to 12 internship credits to count towards general MSU requirements. This creates opportunities for internships that involve increased hours or work across consecutive semesters.
- **Updated opportunities:** Make sure to check your email to see if there are updated internship opportunities beyond those listed above!

## FREQUENTLY ASKED QUESTIONS

### *What is an internship?*

The National Society for Experiential Education defines an internship as a: “work or service experience in which an individual has intentional learning goals and reflects actively on what he or she is learning throughout the experience.” In consultation with faculty, students choose from a host of experiential learning opportunities designed to foster personal, academic, and professional growth.

### *Why should I do an internship?*

The internship experience is designed to give students “hands on” experience—to apply what is learned in the classroom to real world situations. Internships are a concrete and meaningful way to more fully **develop what Mills calls the Sociological Imagination**, so that participants see and understand the interconnectedness of self, other, and the many social institutions within which we all function.

In addition, there are other benefits to participating in an internship program. While there can be no doubt that academic achievement helps form a solid foundation for career success, exposure to and engagement with the world beyond the academy can be instrumental in helping students to understand the requirements of a profession and make informed career choices. Beyond this, research also shows that internships help students acquire new skills, improve writing and analytical skills, and develop valuable references and contacts.

### *How many credits can I earn through the internship program?*

You may earn **three academic credits** in this program in a given semester. You can repeat a specific internship, or apply for the program a second time, and earn an additional three credits towards your Sociology elective requirements. As a general rule, students can earn 6 credits in SOCI 498 to count towards Sociology requirements and 12 total to count towards the 120 needed to graduate.

### *How many hours a week will I need to work?*

The number of hours you work each week may vary somewhat depending on your schedule and the needs of the agency for which you are working. To receive full course credit, however, you must meet your total hour requirements. Our interns generally work between 8-10 hours a week for a total of 120-150 hours throughout the course of the semester.

### *How will I be graded?*

The faculty member will assess participants and assign grades based on: benchmark submissions, a term paper, duty fulfillment, and supervisor evaluations.

## INTERNSHIP ETHICAL REQUIREMENTS

### *Montana State University Code of Conduct*

Department of Sociology and Anthropology Montana State University

During your internship, you must adhere to Montana State University's Student Code of Conduct. If you have not reviewed the code recently, please read it again:

[http://www2.montana.edu/policy/student\\_conduct/](http://www2.montana.edu/policy/student_conduct/)

### *American Sociological Associations Code of Ethics*

Since you are a sociologist, you must also adhere to the American Sociological Association's Code of Ethics. A summary of the ASA code is attached as Appendix I. You may also view the full code here: <http://www.asanet.org/galleries/default-file/Code%20of%20Ethics.pdf>

### *Sociology Internship Code of Ethics and Conduct*

In addition to the Montana State University Student Code of Conduct, you will adhere to the following rules during the course of your internship. *Violation of these rules can lead to a failing grade and expulsion from the internship program.*

1. Understand and follow the sponsoring agency's rules.
2. NEVER allow yourself to be placed in a dangerous situation.
3. Do not engage in conduct that is beyond your training.
4. Ask questions when you do not understand something.
5. Do not convey sensitive information to family or friends outside the agency.
6. Never violate client/suspect confidentiality.
7. Always be on time--Don't leave early.
8. Dress according to the expectations of the agency.
9. Always behave in a professional manner.
10. Use appropriate language and avoid profanity.
11. Be courteous and respectful to clients and agency staff.
12. Be honest and forthright in all areas of your internship.
13. Avoid becoming involved in agency politics or gossip.
14. Never start an inappropriate relationship with either staff or clients during the internship.

Thank you for your interest in the Internship Program.