

Full Syllabus



Course description and objectives:

Internships are an effective way to gain work experience, increase employment opportunities, and be a stepping-stone to a desired industry and sector. They provide opportunities to learn and gain hands-on experience related to individual career goals and fields of interest.

Successful completion of an internship makes a job candidate more attractive to employers who prefer to hire individuals who possess better work habits, soft skills, technical understanding, and industry skills. Interning will broaden your knowledge and open the door to novel opportunities as you develop new connections and expand your professional network.

The internship program in the Master of Disaster Management (M.DM.) is designed to expose the students to the realm of disaster preparedness and humanitarian action, by interning in one of the entities that focus on these areas. Students will have the unique opportunity to view the practices as they evolve in the field versus the theories learned in the academic program.

Course Title

Internship

Lecturer

Dr. Arielle Kaim, contact : akaim@tauex.tau.ac.il

Semester

Throughout the academic year (2 consecutive semesters) - worth four academic credit points if completed.

Course requirements

- 8 hours per week internship in the first and second semester (a total of 200 hours is required)
- Complete a log sheet, documenting hours of internship
- Participation in the monthly class meetings during the first two semesters

Note: In the event of early termination of the internship program (by the student or the internship organization), it will not enable the successful completion of the course. In such a case, no grade will be given, and the



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student will be required to take two other elective courses, totaling 4 academic credits.

Final grade components

50% - feedback from the organization

40% - final assignment (poster presentation)

10% - participation and attendance in at least 75% of the group meetings

First semester

Internship orientation: Before the start of the internship, an orientation meeting will be held in which the course's faculty and the interns will participate. The meeting will be dedicated to discussing the roles and responsibilities of both the interns and the host organization. The discussion will include responsibilities, hours, relationships and interactions with new colleagues, expectations of the students and the organizations, effective communication, and additional concerns.

During the first semester, two additional meetings will be conducted. The students will be invited to share their experiences, concerns, new skills they have acquired, what they achieved, any insights into their future endeavors, and more. Furthermore, opportunities to acquire positions in international organizations will be discussed.

Throughout the semester, each interning student is invited to communicate directly with the course faculty to ensure the efficacy of the internship.

Second semester

During the second semester, three meetings will be conducted to discuss ways to optimize the internship experience and address students' questions. Near the completion of the internship, students will participate in an integrative final seminar to share their experiences and connect the practical knowledge they gained to the theories they have learned throughout the Master's program.

Final assignment

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The internship program's final assignment will be to prepare and present an academic poster. The exhibition will be scheduled for the end of the second semester.

The posters will delineate information concerning the organization in which the internship was conducted, highlights from the internship, main lessons learned, and take-home messages regarding connectivity between theory and practice. The representatives from the host organizations will be invited to attend the exhibition, in which the students will present their posters.

The process

Students will participate in an internship in their organization of interest (NGOs, government institutions, etc.) and receive four academic credits for completing eight hours weekly over the first two semesters of the program.

The available organizations for internship are presented in the Master program's website. Each student should choose 3 top options, ranked in order of preference, and submit them to the program coordinator (Ms. Carmela Dilettoso). The details of each student will initially be shared with the organization ranked as most highly preferred. Should the student not be accepted by that organization for the internship, the information will then be shared with the second preferred organization, etc. Thus, it is highly important to rank the organizations according to each individual's preferences.

Following the submission of preferred organizations, the student will:

- Prepare a brief Bio (up to a page) and a cover letter, explaining why you would like to intern with that specific organization- ensure it is tailored to the organization), for each chosen organization.
- Have interviews set up (through the program coordinator) with the organizations of interest.

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The internship program will begin in the first week of the first semester. Before commencing the internship, a written agreement will be signed by the organization and the student, including a description of the expectations, responsibilities, structure of the role, and the relationship between them.

During the exam period, students are expected to continue their internship; however, a reduction of hours or an alternate time frame can be discussed with the supervisors.

Course Schedule (group meetings) –

*Note: Classroom location will be provided in advance.

#0 14.9.26	Zoom meeting to present the opportunities opened by the internship
#1 14.10.26 (11:00)	Orientation to the internship
#2 19.11.26 (11:00)	Acclimatization in the internship; challenges and complexities in the initial integration process; building relationships
#3 7.1.27 (11:00)	Navigating organizational culture & politics
#4 18.3.27 (11:00)	Handling challenges: stress, frustration & role ambiguity
#5 6.5.27 (11:00)	- Building a career in international organizations - Preparing poster presentations for the exhibition
#6 24.6.27	Exhibition & presentation of posters



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Recommended course reading

1. Pianda, D., Hilmiana, H., Widiyanto, S., & Sartika, D. (2024). The impact of internship experience on the employability of vocational students: a bibliometric and systematic review. *Cogent Business & Management*, 11(1), 2386465.
2. Wu, T. Y., Tsai, C. F., Leelapattana, W., & Thongma, W. (2025). Investigating the Internship Experiences and Adaptation Strategies of International Students. *Journal of Ecohumanism*, 4(2), 2246-2270.
3. Poltimäe, H., Rõigas, K., & Lorenz, A. (2023). The linkages between antecedents, processes and outcomes of internship. *Education+ Training*, 65(10), 98-117.
4. Wolinsky-Nahmias, Y., & Auerbach, A. H. (2022). Evaluating the Design and Benefits of Internship Programs. *Journal of Political Science Education*, 18(4), 584-604.
5. Wheeler, D. A., & Waite, B. C. (2023). Internship alternatives: Solutions for the COVID-19 pandemic and beyond. *Teaching Public Administration*, 41(1), 32-40.
6. Zuo Y, Weng, Q, Xie X. Are All Internships Equally Beneficial? Toward a Contingency Model of Internship Efficacy. *Journal of Career Development*, 2020, 47.6: 627-641.
7. Kroon N, Franco M. Antecedents, processes and outcomes of an internship program: an employer's perspective. *Journal of Applied Research in Higher Education*. 2021 Mar 11.
8. Zenobia, I. Benefits of Internships for Interns and Host Organisations. 2018. Available at; chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://gsdrc.org/wp-content/uploads/2018/07/Internships.pdf