

## INTERNSHIP OF YMCA STUDENTS

### Integrative Bachelor study program Social Work/Religious Education

#### Time of practical term

5th term (winter term, usually 1st of Sept. – 28th of Jan.);

It is also possible to start the practical phase already in the midst of July if necessary.

#### Quality criteria for internships

1. The institution has to offer sufficient and appropriate activities/tasks within the working areas *Social Work* (and where appropriate *Religious Education*) for the trainee. He/she should work in a team as well as independently and take over responsibility and practice a leading role.
2. The trainee should get the opportunity to develop his/her knowledge of the law/ *legal competence* with regard to the context of the working area (optional for internships abroad).
3. Targets and contents of the practical phase should be clarified precisely. A “*Training schedule*” has to be developed and written down together by student and supervisor.
4. *A professional qualification of the supervisor* is required (academic degree in Social Work/Social Pedagogy with national acknowledgement, such as Bachelor, Master, Diploma). In exceptional cases similar qualifications can be accredited. (for more information see page 2)
5. The institution should have staff working in the fields of Social Work (*Religious Education*) and offer a working place with the necessary equipment for the student.

#### Duration

**900 h in total** including:

- 40 h – writing a report/final paper about practical phase
- 30 h – preparatory seminar and evaluation seminar at YMCA University
- 30 h – preparation of final oral examination
- 800h – practical phase at the working place

The length of the internship abroad should ideally be between four and six months. The minimum duration, however, is three months.

When going abroad, the student has to complete at least 160 h of the practical phase in Germany to deepen his/her legal competence.

This means that **640 h** can be done during the internship abroad. On the basis of an eight-hour day and a five-day week with 40 hours, these 640 hours can be covered in a period of four months. However, the number of working hours per day or week is flexible and can be agreed upon individually. The minimum duration of three months for the internship corresponds to a minimum of 480 working hours.

### **Remuneration**

Remuneration is recommended but is no precondition for the internship. The hosting organisation is requested to provide board and lodging. We kindly ask you to find a good solution for both the institution and the student. We also try to give as much financial support as possible from Germany (e.g. German Academic Exchange Service). The student can apply for a partial scholarship at the YMCA University.

### **Supervisor**

Every student needs a supervisor for the internship. A professional qualification of the supervisor is required (academic degree in Social Work/Social Pedagogy) or he/she should be recognised by the General Social Care Council (GSCC). In exceptional cases similar qualifications can be accepted; but please take note that a person with a theological degree only cannot act as a supervisor. Please contact the International Office of YMCA-University if you do not have a staff person with the required qualification for the supervision so that the alternative possibilities can be investigated, e.g. sharing out the supervisory tasks between two persons. The supervisor should be a member of staff of the hosting organisation. Again, exceptions can be applied for if the designated supervisor is an employee of a partner organisation or even a volunteer. It is important that the supervisor takes time to regularly meet with the student and plans the internship together with him/her.

### **Contact information**

If you have any doubts or questions, please contact the staff at the International Office of the YMCA University (CVJM-Hochschule):

[internationaloffice@cvjm-hochschule.de](mailto:internationaloffice@cvjm-hochschule.de).