



## Internship Proposal

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Proposed Agency: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Proposed Start/End Dates: \_\_\_\_\_

Proposed weekly hours (300 total required): \_\_\_\_\_

Please attach a one page typed proposal stating the following:

- Anticipated job duties (briefly)
- Your goals for pursuing this position
- How do your goals align with the MSA learning objectives?

### MSA Program Learning Objectives:

The following are outcomes expected from participation in the MSA degree program. Upon completion of the MSA degree program, learners will be able to:

1. Apply administrative and managerial theories and research to problem solving, strategic planning, and decision-making contexts within complex organizations.
2. Describe various theoretical approaches to understanding complex organizations and explain how they may be used to analyze organizational processes and/or behaviors.
3. Demonstrate the ability to apply administrative theory, research, and writing techniques to solve complex administrative problems and conduct appraisals and evaluations of programs and projects that serve organizations.
4. Utilize financial management and accounting concepts to effectively and efficiently analyze, evaluate, and enhance the budgeting, funds allocation, asset management, and financial planning processes of a wide range of organizations.
5. Demonstrate an understanding of the impact of cultural influences, multiculturalism, and diversity issues on workplace values and working styles. Demonstrate ability to apply methods and tactics for establishing policies, procedures and programs that support organizational priorities within a global environment.
6. Compile and synthesize information on an organizational issue and/or problem, conduct research on that issue/problem, and determine a strategy for the solution/resolution of the issue/problem. Be able to defend the solution/resolution, in oral and/or written forms, to personnel at multiple levels of the organization.

**Submission must include: Proposal form, Career Services Verification Form and Written Proposal.**

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