

ACE-WIL BC/ YUKON: INTERNSHIP PROGRAM BASELINE 2020

	College Example A	University Example B
Primary Purpose	Expand career relevant skills, insight, contacts, etc. through facilitated activities and workplace experience.	Allow students the opportunity to take what they are learning from their academic studies, reflect on those in places of work, and vice versa; after the work experience, reflect on what they learned and how they can put it into their studies.
Primary Stakeholder(s)	Students.	Employers, students, and the institution. Employers will benefit as a professional body because they will have better prepared students.
Institutional Context	Centralized WIL department offers co-op, work experience, and internship. WIL preparatory curriculum adapted from co-op with a reduced set of activities.	Offer post-study internships and alternatives to co-op. WIL preparatory curriculum adapted from co-op.
WIL Preparation Program/ Course	Workplace education preparation is the pre-requisite seven-week course including online self-study materials and quizzes, interactive workshop.	- Introduction to professional practice course; based on a competency development (focus on 3-5 competencies when on internship); learn about strengths, gaps, etc. - Career workshops: 3 workshops for resume, interviews, and LinkedIn - Individual learning: professional development; career assessment tools, professional competency development, strengths, and gaps. - Counselling and advising (group and individual) with Co-op coordinator. - Student hosted information sessions; participation in a career panel. - Career fairs.
Duration	Seven weeks with one-hour tutorials plus assignments; two hours of virtual classroom each week.	Eight to nine weeks; some courses are longer or shorter durations depending on program.
Integration	- Students register into a course with a reduced set of activities. WIL preparatory curriculum adapted from co-op. - Some academic programs directly schedule a mandatory career preparation class into the first or second semester of their programs. - Some academic programs permit optional/elective career preparation courses to be available each semester and students determine when they enrol.	- Join the work education program anytime. - Preparatory course is offered to each program area and run independently.
Format	- Flipped classroom pedagogical approach. - Pre-COVID: blended asynchronous online plus in-class synchronous. Eight online tutorials with assignments: six in-class sessions, two with guests where one is an alumni (Q & A session), and one is networking and mock interview session. - During COVID: blended asynchronous online plus remote-class synchronous. Seven online tutorials with assignments, seven remote classroom sessions, two with guests where one is an alumni (Q & A session), and one is a networking and mock interview session.	- Blended format, with readings, assignments, virtual sessions, meetings, review and reflection, online course materials, deadlines. - Online facilitated dialogues in discussion forum. - Zoom face-to-face sessions. - Guest speakers.
Mandatory/ Optional	- Course is mandatory in some programs, optional in others. - Course is mandatory for anyone wanting to participate in a WIL experience.	- Course is mandatory for Engineering, Business, other small programs. Must finish the preparatory course successfully to meet with coordinator (one-on-one session) to gain access to the job board and course completion is noted on transcript. - Optional in Social Sciences and Humanities.
Educators	- Faculty primarily within the co-op and career department. - Employment facilitators offer resume support and work term search support. - Employment assistant supports resume submissions and interviews. - Co-op/ internship coordinator assesses expectations and learning plans.	Co-op coordinators.

University Example C		University Example D	
Primary Purpose	Support students' professional, academic, and career goals through meaningful experiential education that intentionally supports reflective practice in work-integrated opportunities wherein students mobilize knowledge between workplace and academic settings.	- Prepare interactively for internship experience and develop career management skills. - Internship is to ladder to different area or gain insight in company they are currently in.	
Primary Stakeholder(s)	Students.	International student: master's level (some with PhD) and mid-career professionals.	
Institutional Context	Internships included under co-op and WIL preparatory curriculum adapted from co-op.	- Mandatory internships. - Internships offered using model of unaccredited co-op with focus on industry projects, field studies, and field trips.	
WIL Preparation Program/ Course	- Two student preparation courses. - Workshops for application documents and interviews that are highly interactive with insights from co-op employers/ alumni. - After the workshops, students attend an individualized session with an advisor to ensure readiness. - Effective intercultural communication is an optional course for co-curricular recognition.	- Structured preparatory job search course (in discipline-specific course), followed by one-on-one vocational coaching and advising (inventory assets tool completed before individual coaching with advisor). - Four mandatory assignments in course, each with multiple deliverables. - Self-guided labour market research. - Career conversations event.	
Duration	- First student preparation course duration is two weeks plus two-days online requiring ten to twelve hours to complete. - Second student preparation course duration is one week plus two-days online requiring five to seven hours to complete.	Eleven weeks, part time, including five to fifteen hours a week labour market research.	
Integration	- In the semester before the co-op job search, students complete the preparatory curriculum the first WIL preparatory course, the workshops and then attend their individualized advising session to finalize the resume. - Students complete the first student preparation course after acceptance into the program. - Students register for the second student preparation course after being placed. - Multiple sessions of the two online preparatory courses are offered per semester.	WIL office works closely with each discipline-specific program to schedule in-class sessions.	
Format	- Blended; multiple modes of communication and delivery. - Online learning community. - Offered in a learning management system, Canvas with facilitated discussions. - Advising is offered in person, on Skype, Zoom and by phone. - Faculty and guests such as employer panels. - Students can arrange a follow up meeting by email or phone call.	- Blended online: synchronous and asynchronous. - Online and offline networking. - Discussion Forums. - Recorded mock interview. - Assignments graded as satisfactory/unsatisfactory.	
Mandatory/ Optional	Mandatory.	Mandatory.	
Educators	Course facilitators are the co-op Coordinator and/ or co-op advisor.	- Professional development office advisors. - Teams of managers within student services for student engagement, student success, team coaching, counsellors. - Indigenous instructional designer (with intercultural awareness competencies).	