



Sport & Recreation Management Internship FAQ

1. What is an Internship?

Internships, sometimes referred to as cooperative education experiences, are a central and required component of a student's total educational preparation in Sport and Recreation Management at FIU. These experiences are designed to combine on-site professional experiences with theoretical and philosophical foundations studied in traditional academic settings. Through internships, students learn to identify their strengths, interests, and limitations. Students also gain an appreciation of roles, duties, and responsibilities of parks, recreation, and tourism professionals.

2. How long is an internship?

SRM major is required to complete one internship - SPM 4940. This should be done at the end of the curriculum, as only juniors and seniors can proceed with the internships. The FIU SRM Internship Program, serves as an initial exposure to practice and requires students to work a minimum of 400 hours. Internship (SPM 4940) (9 credits) provides an in-depth experience that is designed for senior level students who are approaching graduation. SPM 4940 requires students to complete journal entries, evaluations, and a presentation to their peers. Many more details are available in the FIU Internship Handbook, found on the FIU Counseling, Recreation, School Psychology (FIU CRSP) website at <https://crsp.fiu.edu/academics/degrees-and-programs/BS-RSM-Rec-Sport-Management-Track/index.html>.

3. What is new for Fall 2022?

Our new curriculum for the Sport and Recreation Management program requires only one internship (SPM 4940, 9 credits) in addition to practicum (SPM 3941, 3 credits). LEI 4940 and LEI 4941 will belong to the RT program. So, starting Fall 2022, we will require students to take our SPM 4940 after finishing their practicum (SPM 3941).

HOWEVER, there will be students who want to finish their degree with the old curriculum in the Fall 22 and the Spring 23. These are the options:

For students who need only 2nd internship:

Option 1: take 3 new sport management classes to substitute for LEI 4941.

For example: SPM 3001 Introduction to Sport Management, SPM 3941 Practicum in Sport Management, SPM 4012 Social Aspects of Sport Management, LEI 4931 Special Topics, etc.

Option 2: take our new internship SPM 4940 to substitute for LEI 4941.

4. Can I take LEI 4940 or LEI 4941?

Absolutely not, those classes are now in the recreation therapy degree track.

5. What is the average pay offered to an intern?

In general, about two-thirds of our interns receive some compensation. This is negotiated between the internship agency and the intern. Some examples of compensation include



nothing, hourly wage, fixed stipend, room and board, travel expenses, commissions for sales, and salaried positions.

6. Where do I find an internship?

The student is responsible for contacting prospective agencies, setting up an interview, and securing the internship position. Useful resources for finding the right position include FIU handshake, Twitter, Linked IN, Career Services, the internet, faculty, past and prospective employers, professional organizations, friends, and family.

7. What is meant by the ‘right position’?

Above all, an internship is a learning experience. The “right position” is a position that allows the student to learn about the roles, duties, and responsibilities of professionals within that agency while exploring his or her own strengths, interests, and limitations. The “right position” is a position within the student’s chosen emphasis area that assists the student in his or her transition from student to professional. An internship is not credit for working, nor should an intern be considered cheap labor.

8. Is there an internship class?

Yes, Students completing SPM 4940, earn 9 credits by completing the field experience hours, reflective journals, evaluations, and presentation.

9. When do the internships meet?

SPM 4940 has one mandatory class meeting. An orientation meeting preceding the internship semester and a presentation of projects upon completion of the internship are required.

10. Sign me up. I want to do my internship.

Not so fast. Internships have pre-requisites and require an application. Please review the pre- requisites and details of the application process in this Internship Manual. Application forms are available within the Internship Handbook and on the FIU RSM website. You cannot enroll in the class without the permission of the FIU Internship Coordinator and the completion of the application forms- Appendix A, Appendix B, Panther Pledge & site letter. The applications must be submitted by the deadline below. Students will be able to register after grades are posted at the end of semester preceding. Deadlines are crucial in this process. Students must adhere to them and late submissions will not be accepted and be pushed to the next semester.

Term	Deadline
Spring Internship	October 15 th
Summer Internship	March 15 th
Fall Internship	June 15 th

11. How do I apply?

Please review the pre-requisites and details of the application process in the Internship Handbook. Application forms are available within the Internship Handbook.

Submit hard copy of Appendix A & other documents to the FIU Sport and Recreation Management Internship Coordinator by the deadline at the office by email or hard copy.



12. How will I know if my agency is approved?

Generally, if an agency meets the criteria below then it will be approved. A list of past approved internship sites is also available from the Internship Coordinator.

I run the Cleveland Browns. How does an agency become an approved internship site?

If you meet the following criteria, you can become an approved internship site.

- Do you provide professional services that comply with FIU CRSP professional standards?
- Will you allow the student to assist in leadership and management in a sport or recreation setting?
- Will you allow the student to participate in agency-wide roles?
- Does the proposed agency supervisor have a 4-year degree, work full time with the agency for a minimum 1 year at agency? (A resume may be requested.)
- Is the proposed agency supervisor willing to meet weekly with the student for evaluations and constructive feedback?

Then, send an email to the Internship Coordinator to tell us about your internship opportunity.

13. What must I do in order to advertise for and hire an intern?

Advertising for an intern is simple. Send us a one-page flyer to tell us about your internship. Include qualifications of the applicant and your contact information. This will not guarantee that you will have an intern in place by a specific date. All opportunities are made available to students in the hopes that interest will be generated. Once the information is posted, it is entirely up to the individual student to contact the prospective agency, set up an interview and finally, negotiate the terms and conditions of the internship contract.

Once the interviewing process is complete and you decide to hire an intern, please provide the following items directly to the student:

Site Letter of Acceptance

Once an agreement has been made between the prospective intern and the agency, a letter of acceptance on formal letterhead complete with the hiring agent's signature must be provided directly to the intern. The intern is required to turn this in to the Internship Coordinator as proof that they have secured a position. The following details must be included:

- Duration of the internship clearly listed with beginning and ending dates.
- A short job description including a brief description of tasks
- Compensation information
- Name, email address, phone number, and physical address of the intern's direct supervisor

14. How do I get an internship?

Students in the FIU RSM program should contact and reach out to potential internship



sites and inquire about interning in their departments. There are many sites on the FIU MMC and BBC Campuses where some students have actually have been given opportunities for the future. Our FIU students have worked all over the USA and the Middle East in the field of sport management. A list is provided of sites that have hired students as interns or are looking for interns.

15. What will I do on the internship?

This is dependent on the sport management agency. Students could be responsible for a plethora of responsibilities including: planning events at a stadium, setting up for an athletic contest, concert or event, preparing a venue locker room, selling tickets, calling season ticket holders, cold calling potential clients. Students could be responsible for setting up hotel room blocks for visiting teams. Students could be in charge of parking, stadium, or concessions operations at an event. Students will be responsible for administrative work and behind the scenes work in sports management in internships. This includes planning, setting up practices, meetings, etc.

16. What can't I do on the internship?

Coaching, Recreation Therapy, Occupational Therapy, Physical Therapy, Personal Training, and Teaching are all not permitted. Those are their own respective academic endeavors and majors and are not permitted for our purposes in sport management. Your internship must involve sports management, park management, and or recreation management.

17. Can I intern internationally?

Yes! Students here at FIU do intern internationally. Past students have interned in Germany, Saudi Arabia, and Panama.

18. Can I intern with eSports?

Yes!

19. Can I work remotely and online?

Yes, Given the state of the climate of world and of the field of sport management, the Internship program can allow remote and online internships.

20. How many hours should I work a week on the internship?

That depends on the what the site needs. Students are to work at the needs of the site. The student work schedule is meant to help the site and students should schedule their work around the site needs and not vice-versa. Spring and Fall semesters average 16 weeks. So that means 25 hours a week should be your average work week. Summer C semesters are shorter at 14 weeks. That means 29 hours should be what is averaged for work, based on the shorter semester.

21. Can I get a 'B' on the internship?

No. The internship class, SPM 4940, is entirely PASS/FAIL.

22. How do I get a 'F' (Fail) on the internship?

There are many ways this can happen. Generally, one can fail the internship by not meeting expectations of the Internship Supervisor. This includes not completing work,



tardiness, insubordination, and not helping out at the site. If a student is fired from the site, a grade of “F” will be issued.

23. What does ‘incomplete grade’ mean?

If a student does not complete the 400 hours needed during the academic full semester, the student should contact their university teacher about setting up a plan for the student to complete the hours. An incomplete grade will be issued for the student and a deadline will be set for the student to complete the hours. Once the student completes the hours, the university instructor will change the grade from “I” to “P”.

24. Can I intern on Summer or Summer B semester or Spring A or Fall A?

No, the internships are only available on the Summer C (full summer) semester- 14 weeks or full Spring or full Fall Semesters.

25. Are there any resources for career help and resume guidance?

Yes! Career services on campus can help you navigate job websites and build a reliable resume that works! They are on Campus and virtual. At Career and Talent Development (CTD), our priority is you! We are the FIU student and alumni career resource. Our highly trained staff is dedicated to helping you make your career dreams a reality. We offer help with:

- Choosing a major
- Resume writing and critiques
- Practice interviews
- Career transitions and assessments
- Networking
- Professional development
- Career events
- And other services to help you move your career forward

Please see <https://career.fiu.edu>

26. I have a lot more questions!

That is great! We welcome answering any and all queries. Please feel free to email the Internship Coordinator, where a telephone, Zoom, or Microsoft Teams conference call can be arranged. Welcome to FIU Sport and Recreation Management and we are glad you are here learning with us.