

# The Bachelor of Psychology Research Internship Program

## Student Overview

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This document is subject to regular updates. Please bookmark and refer to it when needed.

**Our internship program has now been integrated into the placement unit (PSY3034) in the Bachelor of Psychology (course code M2018).**

**If you are in the M2018 course, you can expect to complete the placement unit in Semester 2 of your third year.**

**This is an archived copy of the program overview and is no longer in use.**

### What is the program?

The Bachelor of Psychology Research Internship program (also referred to as the BPsych Internship Program) was created to supplement the theory-based learning you gain during your studies by giving you the opportunity for placement in internships within research laboratory settings with our academic staff.

All internships are undertaken to a maximum of 80-hours to comply with the [Monash University procedures](#) around unpaid internships. You should aim to complete 65-80 hours across the semester.

This program aims to provide you with experience in research processes including participant recruitment, data collection, data analysis, data interpretation, and more (subject to project availability). Additionally, we aim to provide you with opportunities to develop skills in communication, creativity and innovation, initiative, intercultural competence, planning and organisation, problem solving, teamwork, networking, professionalism, and use of various tools and technologies.

Since inception, the program has successfully placed over 250 students. You are not guaranteed a spot, but we do our best to allocate as many students as possible each semester. Students have reported gaining valuable employability skills, better understanding

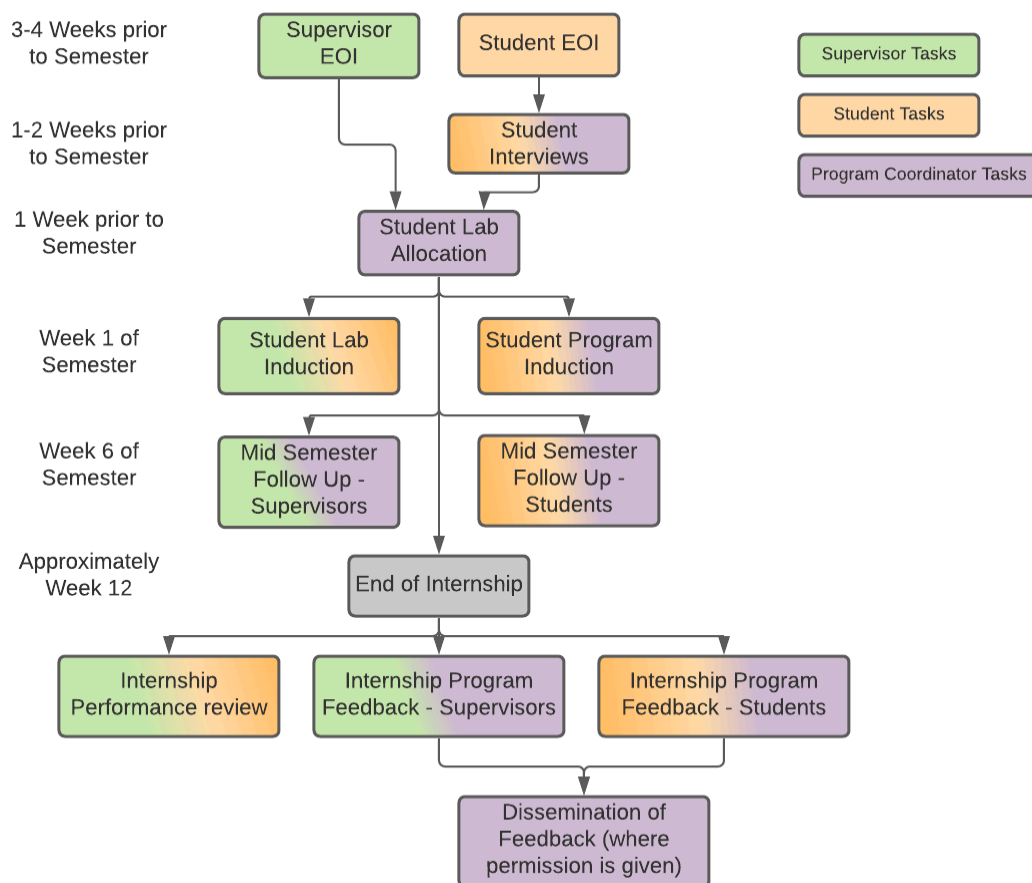
of the importance of research within the psychology discipline, and have used the education gained during this experience from our staff to make decisions on further education in psychology and career pathways.

### How does the internship work?

There are several key milestones or steps for the internship program outlined below:

- **Step 1: EOI's.** Supervisor and student expressions of interest will be completed.
- **Step 2: Students interviews.** Interviews will be held by program coordinators - this will include a discussion of research interests and ensuring that the students are a good fit for the program.
- **Step 3: Lab Allocation.** Students will be allocated to a lab by program coordinators - your preferences are taken into account when allocating, however, due to fluctuating number of applicants and internship positions we cannot guarantee that you will be allocated to your first-choice lab or research area of interest.
- **Step 4: Program & Lab Inductions.** You will be required to undergo a broad program induction with the program coordinator and a specific lab induction with your supervisor - you will be introduced to your lab at this point to make such arrangements.
- **Step 5: Mid-Semester Follow Up.** Approximately mid-semester, program coordinators will send follow-up emails to both you and your supervisor to check in on your progress and get any feedback on you and your program experience.
- **Step 6: End of Internship.** The internship will typically end by the end of semester. However Internships can be extended into the winter/summer break or even into the next semester if agreed upon by both parties. up until the 80-hour maximum.
- **Step 7: Internship Program Feedback & Performance Review.** The program coordinator will gather overall feedback of the program from both students and supervisors through a brief survey. You will also meet with your supervisor for a performance review where they will provide constructive feedback on your internship performance.
- **Step 8: Feedback Dissemination.** If permission is granted, feedback gathered by coordinators will be disseminated to students and supervisors.

Students typically complete their 80-hour internship within the semester, with ~6-8 hours of work per week across 10-12 weeks. This can be broken down into multiple days or single days. You will discuss the specifics of this with your supervisor in your lab induction (Step 4).



## What are the benefits to being a student in the research internship program?

There are many benefits to your participation in this program, including:

- Developing research skills, including: participant recruitment, data collection, data analysis, data interpretation, and more (subject to project availability). These skills will be invaluable when entering into Honours and will give you insight into a career in research. These skills can also be added to your resume and/or LinkedIn profile.
- Develop writing, communication, and critical thinking skills. In addition to the many other types of skills outlined earlier in this document, many students have specifically reported that the research internship program has improved their writing and critical thinking skills which have helped with their assessments in second and third year.
- Help you differentiate between a career in research, clinical work, and combined clinical and research careers. This will help you to decide whether research is something you want to pursue and give you insight into what type of postgraduate studies you might like to undertake.
- Help narrow down research areas of interest. While you may not get allocated to your research area of choice, you might be able to explore other research areas that you didn't think of, or narrow down your focus into areas that interest you most.
- Growing your network. This is an excellent opportunity to network with senior academics, RA's, PhD students, and postdocs. These relationships you build may help open up new opportunities for part-time work, honours/postgrad study, or your career. Some of our students have successfully gained paid work after their

internship or have gone on to do honours or postgraduate studies with their internship supervisors. Your supervisors may also be able to be excellent references for future job applications.

### **Selection Criteria: Expectations of students in the internship program**

We have set selection criteria for our students, including that you must be in the 2nd or 3rd year of your studies and attain at least a 70% average mark. Throughout the program, we also expect:

- High level of professionalism and communication
- Confidentiality regarding sensitive study information
- Punctuality and reliability
- Eagerness & enthusiasm to learn
- Demonstration of foundational (first-year level & above) psychology knowledge and writing skills

Additionally, all students will be required to agree and sign the [BPsych Internship Student Acknowledgement Form](#) (sent to you after lab allocation).

### **What can I expect of my supervisor(s)?**

Our supervisors are required to do the following:

- Comply with the [Monash University procedures](#) for unpaid internships (e.g., 80-hours maximum internship period and cannot replace work normally performed by a paid employee).
- Ensure the internship is primarily an educational experience for your benefit
- Agree, sign, and adhere to the responsibilities outlined in the supervisor [BPsych Research Internship Agreement form](#).
- Complete an onsite induction (e.g. site tour, OHS, meet lab staff/students, discuss project details, etc.) and outline expectations of the internship.
- Arrange any necessary training (e.g. data collection protocols, workshops, instructions for using SPSS, MATLAB, etc). Supervisors should not expect you to have experience in specialised software or systems or to have coding or programming experience. They may expect some basic statistics knowledge.
- Provide adequate and regular supervision for internship activities, try and provide an array of research activities and experiences (where possible), and provide constructive feedback throughout the internship program.

### **Questions**

If you have any questions about the program or wish to discuss your supervisor EOI please contact Elly or Swati via [bpsych-research.internships@monash.edu](mailto:bpsych-research.internships@monash.edu)

## FAQs

Here are some questions we are frequently asked by students. If your question is not listed here or you wish to discuss with us further, please contact us on the above email address.

### **Can I continue my internship with my supervisor beyond the 80-hours?**

Unfortunately, students are not permitted to continue interning with a lab within this program over the 80-hour maximum. We recommend that you discuss additional opportunities with your supervisor privately, such as RA work or continuing in your laboratory for honours, should you wish to do so.

### **Can I apply for another internship next semester/year?**

Yes, you can apply to complete a new internship each semester. We may not be able to successfully allocate you as applications are generally quite competitive each semester, but we will do our best.