

**STUDENT PRACTICUM PROGRAM**

**2008/09**

**THE HISTORY GROUP INC.**

## **W E L C O M E**

The History Group is pleased to announce the availability of full-time and part-time practicum positions for the 2008/09 academic year. Students are invited to join the program from any educational institution in Canada and are encouraged to enter the program at any stage in their academic careers.

The History Group's Practicum Program is based on the belief that students who learn a range of highly transferable skills, gain work experience and apply their knowledge in a professional setting will be better prepared to relate their educations to the working world upon graduation. With start dates in September, January and May, the program is flexible and can be customized according to the program requirements of the student. Students can work at their own pace and according to their own schedule.

This information packet discusses our goals, the services we provide and outlines the program's activities. It also includes brief descriptions of research tasks, the nature of supervision and how to apply. At The History Group, we are committed to helping students learn the skills necessary to be a professional researcher while providing a personalized experience that meets the needs and interests of our student participants.

## **P R O G R A M   G O A L S**

The History Group was founded in 2003 to assist clients in leveraging their history to meet a range of operational needs. Our team is committed to making history accessible and we strive to create a work environment that is respectful, encouraging, and united. Recognizing the role that history can play in raising awareness to key issues a portion of our business time is dedicated to making our world a better place. The Practicum Program is a reflection of this dedication and is aimed at the following:

- Offering students practical research experience in a professional setting.
- Providing students with individualized training and feedback.
- Teaching students strong research skills and the experiences they will need after graduation.

## **T H E   P R O G R A M**

The Practicum Program is offered either as part-time or full-time programs for students depending on their course requirements and schedules. Our program is designed to provide students with the opportunity to complete their practicum while taking other courses or working.

Students that join our program are given the opportunity to produce at least one publishable written submission related to a noteworthy person, place or event. Such end-products will not only be a valuable example of the student's professional abilities but will proudly be linked to our company's website for the public's viewing pleasure. Additionally, students who excel in the program and are interested in joining our research team may have the opportunity of being offered a position within the company at the end of their term.

## **R E S E A R C H   T A S K S**

The type of research tasks assigned will depend on each student's educational background, amount of hours they are able to contribute each week, and areas or topics of interest.

Once a student has been accepted into the practicum program, the coordinator will discuss which areas the student is interested in and evaluate which tasks to assign. The following are types of tasks that students may find of interest:

- Researching and creating a historical profile of a noteworthy person, place or event to be published online at [www.thehistorygroup.com](http://www.thehistorygroup.com).
- Indexing the contents of valuable historical documents into a database.
- Researching and writing about local events or tourist attractions in British Columbia to be published online at [www.thehistorygroup.com](http://www.thehistorygroup.com).

## **S U P E R V I S I O N**

Students are trained, supervised and evaluated by the Practicum Program Coordinator. Time spent on supervision is based on the individual needs of the students and the type of research task they are working on. Students are expected to be in contact regularly and are required to provide progress updates each week, in addition to any questions or concerns they may have.

## **T H E   A P P L I C A T I O N   P R O C E S S**

Applicants must be enrolled at a post-secondary educational institution in Canada and have the approval of their department prior to partaking in the program.

Each applicant must submit the following materials:

1. Contact information of their institution's program supervisor.
2. A statement of intent explaining their reasons for how this practicum will fit into their future career goals (one-page maximum).
3. A current resume.

Please direct all inquires, applications and materials directly to:

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