FIELD WORK INFORMATION PACKET

Requirements:

We are fortunate to be studying *American National Government* during a competitive election cycle. Students will have the opportunity to learn more about American government, politics, campaigns, and elections by working on a federal or state campaign, as a poll worker with the Supervisor of Elections, or on the American Democracy Project’s Electoral Voice Project.

Your grade for the Field Work component will be based on the following:

- Work 25 hours on a campaign (an average of 3 hours a week on a gubernatorial, U.S. Senate, U.S. House, or state legislative campaign during 8 weeks of the semester; there will be no class on Nov. 2 to give students the opportunity to work those 3 hours on the campaign trail during the final days leading up to the election). The instructor will assist students in securing internship placements.

- Internship must be approved by the Instructor; An Internship Application Form is included in this packet; the Form must be returned to the Instructor no later than September 14.

- Evaluation by internship supervisor (due November 9). (Give the evaluation form included in this packet to your supervisor to fill out. The instructor will follow up on the written evaluation by placing a call to your supervisor.)

- Log of internship hours (due November 9) You will keep track of the dates and times that you work at your internship placement. Use the log form that is included in this packet. Have your supervisor sign off on your hours at the end of each shift.

- Journal of Internship experiences (due November 16) In a separate notebook, record your internship experiences – describe the projects you work on, the campaign meetings and events you attend, and what you are learning about campaigns and elections as a result of your internship experience. Your journal entries may be typed or hand-written, but please use 8 ½ x 11 size paper.
Internship Paper (5 pages) (due November 16) Discuss what you have learned about campaigns and elections through your participation in the internship. Papers should be typed and double-spaced throughout in 12 pt font (Courier or Times Roman) with 1 inch margins on all 4 sides. Number your pages.


In the event that family or work responsibilities make it absolutely impossible for students to take advantage of this election cycle and to participate in the internship experience, students will be permitted to substitute a research paper for the Field Work component of the final grade (25%).

A research paper proposal (1-2 pp.), accompanied by a preliminary bibliography, is due September 14. Upon approval by the instructor, the student will conduct research about an aspect of gubernatorial campaigns and draft a research paper of 13-15 pp. in length, which is due November 9.

Students who opt to complete the traditional research paper are expected to attend a bibliographic instruction session at the Poynter Library. The instructor will assist the student in arranging this session with a reference librarian.
CAMPAIGN INTERNSHIP JOB FAIR

The following campaigns will participate in the Campaign Internship Job Fair in class on Thursday, September 14th.

GOVERNOR:

JIM DAVIS, Democrat
www.jimdavis2006.com,
HQ: Tampa: 813/875-2006
Volunteer & Intern Coordinator, Tracy Wood

CHARLIE CRIST, Republican
www.charliecrist.com,
HQ: Tallahassee: 813-300-4901
Regional Field Director: Stephanie Smith

US HOUSE OF REPRESENTATIVES, District 9

PHYLLIS BUSANSKY, Democrat
www.busanskyforcongress.com,
HQ: Tampa: 813-777-5384
Contact: Tim Runyon

GUS BILIRAKIS, Republican
www.gusbilirakis.com,
HQ: Tarpon Springs: 727/439-5646

US SENATE

BILL NELSON, Democrat
www.nelsonforsenate.com,
HQ: Orlando: 407/895-2006
Contact: Clarey Walker, Field Director

KATHERINE HARRIS, Republican
www.electharris.org, HQ: Tampa: 813/288-8400
Contact: Ken McKee
FLORIDA SENATE, District 16

Rep. Charlie Justice, Democrat
www.charliejustice.com,
HQ: St. Pete: 727/710-2804
Contact: Mitch Kates, Campaign Manager

Rep. Kim Berfield, Republican
Contact: Kristie McCoy, Fundraising Coordinator

FLORIDA HOUSE, District 52

Bill Heller, Democrat
http://www.voteheller.com/bio/
HQ: 727/528-2455

Angelo Capelli, Republican
www.voteforangelo.com
HQ: 727/822-0537

PINELLAS COUNTY SUPERVISOR OF ELECTIONS, Poll Worker on Election Day

www.votepinellas.com
Phone: 727.464.6110.
Contact: Julie Marcus

AMERICAN DEMOCRACY PROJECT, ELECTORAL VOICE PROJECT
Campus-wide voter registration drive
USFSP Center for Civic Engagement
AMERICAN NATIONAL GOVERNMENT
POS 2041, Fall 2006

INTERNSHIP FORM

First Name: ___________________ Last Name: ___________________________ Middle Initial: ______

Address: ____________________________________________________________________________

City: __________________________ State: ________ Zip Code: _____________________________

Home Phone: __________________________ Cell Phone: ________________________________

E-Mail: ______________________________________________________________________________

Year of Graduation: ______ Major: ______________________ GPA:______ USF Campus: ________

Are you registered to vote? ____________ If so, in what state? _____________________________

Have you ever worked on a campaign? If so, list experience __________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

What is your preferred internship placement? Why? [Davis (D-Governor), Crist (R-Governor), Busansky (D-Congress), Bilirakis (R-Congress), Justice (D-FL Senate), Berfield (R-FL Senate), Heller (D-FL House), Capelli (R-FL House), Supervisor of Elections Poll Worker, American Democracy Project Voter Registration Drive, Other (please explain)]

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

What is your preferred internship location? (Tampa, St. Pete, Clearwater, etc.)

_____________________________________________________________________________________

Attach a RESUME to this application.
Field Work Evaluation for American National Government  
Fall 2006

Intern Supervisor:

Please answer the following questions to the best of your ability. Your responses will be important in terms of assigning a grade to the following student:

Supervisor’s Name: ________________________________

Supervisor’s Title: ________________________________

Supervisor’s Phone Number: __________________________

* * * * * * * * * * * *

1. Students were expected to spend at least 25 hours at their internship placement, through November 7th. Did the student work the minimum required hours?

   a. _____Always
   b. _____Most of the time
   c. _____Frequently late or did not appear

2. Did the student appear for work when scheduled?

   a. _____Always
   b. _____Most of the time
   c. _____Frequently late or did not appear

3. Realizing the student was not an expert in what he or she was doing, how would you rate the overall quality of the student’s work?

   a. _____Quality was consistently high
   b. _____Quality was sometimes good and sometimes not good
   c. _____Quality was consistently less than good

4. Assuming you had to rate the student’s performance on a scale ranging from 0 to 100, where would you rate this student?

   a. _____0-60 Extraordinarily poor effort
   b. _____61-70 Minimally acceptable
   c. _____71-80 Average performance
   d. _____81-90 Above average performance
   e. _____91-100 Excellent performance
5. I would appreciate some brief comment about the student’s performance that might help me in assigning a grade.
If you have any questions, you can reach me [Professor Judithanne Scourfield McLauchlan] at 727-873-4956 or jsm2@stpt.usf.edu.

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**AMERICAN NATIONAL GOVERNMENT**

**POS 2041, Fall 2006**

**Log of Internship Hours**

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COLLEGE OF ARTS & SCIENCES

RELEASE AND WAIVER OF LIABILITY AND ASSUMPTION OF RISK

OFF-CAMPUS PROGRAM: AMERICAN NATIONAL GOVERNMENT INTERNSHIP

INSTRUCTOR: SCOURFIELD MCLAUCHLAN  PROGRAM DATE(S): SEPTEMBER-NOVEMBER 2006

STUDENT NAME _____________________________ SS# __________________________

In consideration of the permission granted by the University of South Florida to participate in the above program, I hereby assume the risk of inconvenience and harm and release the State of Florida, the State Board of Education, The Florida Board of Education, the University of South Florida Board of Trustees and the University of South Florida, as well as the agents, employees, and members of the aforementioned from all actions, causes of action, damages, claims or demands which I, my heirs, executors, administrators or assigns may have against any and all of the aforementioned for any and all personal injuries know or unknown which I have or may incur by participation in the above stated program and for all damages to my property.

I certify that I am physically and emotionally capable of full participation. I realize that I am responsible for any injuries to persons or property that may be incurred as a result of my participation in this program.

The undersigned acknowledges and understands that in the event he/she becomes detached from the group, fails to meet a departure vehicle, or becomes sick or injured, the undersigned will bear all financial responsibility to seek our contact, and reach the group at its next available destination; and, the undersigned understands that he/she shall bear all costs attendant to contacting and reaching the program site.

I expressly agree that the foregoing Release and Waiver of Liability and Assumption of Risk is intended to be as broad and inclusive as is permitted by Florida law and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I understand that the University of South Florida requires that I document my medical insurance policy information however, if I am unable to provide such documentation I release the State of Florida, the State Board of Education, The Florida Board of Education, the University of South Florida Board of Trustees and the University of South Florida, as well as the agents, employees, and members of the aforementioned from responsibility if I incur any personal injuries while participating in this program.

I, the undersigned, am at least 18 years of age. I have read this Release and Waiver of Liability and Assumption of Risk and understand all of its terms and recognize and accept any risk associate with the program.

IN WITNESS WHEREOF I have executed this Agreement on the day and year first written below.

Participant’s Signature                                                                    Date
Insurance Company (If applicable)  Policy Number