

TIPS FOR EDUCATORS WHO PLACE INTERNS

University journalism programs often arrange for students to be placed as interns in newsrooms. Experts at the Freedom Forum Institute’s “Power to the Interns” training session on March 2, 2018, offered these tips for internship faculty supervisors to protect students from sexual harassment:

> **DEVELOP TRAINING AND MATERIALS ON SEXUAL HARASSMENT.**

Be sure the training is reinforced throughout the school term by incorporating it into the curriculum. For example, students could be assigned to write about the issue of workplace power dynamics.

> **INFORM INTERNS ABOUT THEIR LEGAL RIGHTS.**

Explain to students the rights they do — and don’t — enjoy under the federal laws that prohibit discrimination by employers and education programs. State anti-discrimination laws could also apply.

> **EXPLAIN WHAT CONSTITUTES INAPPROPRIATE BEHAVIOR.**

Illustrate the types of behavior that could constitute sexual harassment. Use scenarios that interns could encounter in a newsroom setting.

> **PROVIDE MULTIPLE OPTIONS FOR RESPONDING TO ABUSE.**

Describe ways students can respond to harassment, such as asking the offending person to stop or reporting the behavior to the faculty supervisor.

> **DEVELOP GUIDELINES FOR INTERNS’ CONDUCT.**

Offer advice on how interns should conduct themselves in a professional setting, including the avoidance of sexual banter and workplace romances.

> **CHECK IN ON STUDENT INTERNS REGULARLY.**

Talk with interns about their workplace experiences, and be clear that faculty supervisors are available at any time to answer questions, provide advice and perhaps intervene.

> **SPEAK WITH NEWSROOM EMPLOYERS ABOUT THEIR POLICIES.**

Be sure employers have strong policies in place to protect student interns from sexual harassment.

For more information, visit freedomforuminstitute.org/powershiftproject.