

Work Placement

Code: 42478
ECTS Credits: 9

Degree	Type	Year	Semester
4313301 Social and Employment Rights	OT	0	2

Contact

Name: Helena Ysàs Molinero

Email: Helena.Ysas@uab.cat

Use of Languages

Principal working language: spanish (spa)

Prerequisites

There is no prerequisite to be able to take the module "External Internship".

Objectives and Contextualisation

The main objectives of the External Internship module are:

- a) Contributing to the integral education of the student, complementing the theoretical and practical learning.
- b) Facilitating the knowledge of the work methodology appropriate to the professional reality of the legal-labour environment.
- c) Encouraging the development of technical, methodological, personal and participatory competences.
- d) Obtaining a practical experience that facilitates the insertion in the labour market and improves the students' future employability.
- e) Favoring the values of innovation, creativity and entrepreneurship.

To this end, each Collaborating Entity shall appoint a supervisor, in charge of ensuring the proper functioning of the student's internship. This supervisor, who must have the appropriate knowledge, should contribute to the definition the student's training project, ensure the training of the student and once the internship is over, he / she must prepare a final report on the assessment of the internship.

Competences

- Apply legal techniques for decision-making in personnel management.
- Apply techniques of socio-occupational auditing to take decisions regarding personnel management, acknowledging and orienting the needs of the persons in one's workplace.
- Identify and interpret the legal frameworks that regulate employment contracts and mark out companies' powers to lead and manage their human resources.
- Integrate knowledge and use it to make judgements in complex situations, with incomplete information, while keeping in mind social and ethical responsibilities.
- Interpret and apply the laws on the nature and functions of workers' representative bodies and on collective bargaining.
- Interpret the broad currents of ongoing change in the social security system, including the different complementary systems and the regulation of their transnational dimension.

- Lead interdisciplinary teams in varying environments.
- Recognise legally-based collective labour disputes and collective disputes of interest in companies, identify out-of-court legal mechanisms to solve these and interpret the resulting agreements and arbitrators' awards in legal terms.
- Show a critical attitude and conscience when interpreting and enforcing the law in particular situations that involve using legal arguments to resolve a dispute or other problem.
- Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.

Learning Outcomes

1. Apply advanced IT programmes associated with the social security system.
2. Apply legal instruments for the internal and external restructuring of the company's human resources.
3. Apply legal methodology to identify and evaluate social conflicts or problems with legal repercussions.
4. Apply the competences acquired on the Master's programme in Social and Labour Rights.
5. Apply the legal measures available for adjusting the volume of human resources to changing corporate needs.
6. Apply, in a particular context, the laws on pension plans within the employment system, voluntary improvements and collective insurance contracts.
7. Correctly document the management of social security benefits.
8. Draft and process documents and intervention in out-of-court legal mechanisms to solve collective disputes.
9. Draw up new strategies regarding the scheduling of work, including alternatives to allow the reconciliation of work and family life.
10. Give legal advice on labour relations and social security.
11. Integrate knowledge and use it to make judgements in complex situations, with incomplete information, while keeping in mind social and ethical responsibilities.
12. Issue a comprehensive report on a business's conformity with the observance of legal requirements.
13. Issue a comprehensive report on situations, behaviours and procedures for the management of human resources in a business.
14. Keep the appropriate records of social security participation, payments and benefits.
15. Lead interdisciplinary teams in varying environments.
16. Participate in personnel selection processes, safeguarding the principles of equality and non-discrimination.
17. Participate in the negotiation of the collective labour agreement and other issues.
18. Plan and propose legal instruments to adapt functions, timetables, salaries, and work and performance systems in corporate restructuring.
19. Plan wage policies based on economic and productivity needs.
20. Recognise, apply and critically assess the system of employment contracts.
21. Recommend ways to improve procedures/management in a business.
22. Resolve practical issues related to business-owners' responsibility regarding social security.
23. Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.

Content

The contents of the External Internship module will be defined in the Training Project, which will be prepared individually for each student once assigned the Collaborating Body in which he/she will develop his/her internship.

Methodology

PROCEDURE FOR ASSIGNING EXTERNAL INTERNSHIPS

External internships can only be carried out in one of the Entities, of public or private law, with which the Faculty of Law has signed a Collaboration Agreement.

At the beginning of the course, students will be sent a questionnaire that will allow the coordination of the external internship module to better understand their profile and expectations in relation to internships.

At the beginning of November, a list of the internships offered by the different entities will be published. If the entities require specific profiles, these will be included in this list. The student will be able to choose up to three of the internships offered, in order of preference.

During the second half of November and the first half of December, the internship coordinator will contact the students individually when necessary.

Before Christmas or during January a list will be published with the assignment of internships.

Criteria for internship placement:

As far as possible, students' preferences will be respected. In the event that two or more students aspire to the same internship position, the internship coordination will carry out the assignment proposal taking into account the degree of origin, the profile of the degree required by the entity or company, the student's previous professional experience and professional orientation, the average mark obtained by the students in the degree that gave them access to the master's degree and, where appropriate, the motivation expressed by the student. The proposal for assignment will be approved by the master's committee.

In the case of students with particularly relevant previous professional experience, a request to validate the internship module is suggested. Alternatively, the internship coordination and the master's coordination will try to design an internship itinerary that allows the student to make reasonable use of the internship, always with the collaboration of the company or entity in which the internship is carried out.

INDICATIVE CALENDAR:

First week of October: delivery of the questionnaire to the students.

Second week of October: students handing in the completed questionnaire.

November-December: individual interviews with the internship coordinator when deemed necessary.

December-January: publication of the allocation of places.

January-February: students' contact with internship organisations

February-April: signature of the internship agreements

April-June: realization of the internship

July: publication of marks

Activities

Title	Hours	ECTS	Learning Outcomes
Type: Supervised			
internship's development	224	8.96	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15
Type: Autonomous			
Writing a final report	1	0.04	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15

Assessment

The final grade of the course will be obtained as follows: 50% corresponds to the final evaluation that the internship's supervisor will send to the Faculty of Law at the end of it.

The remaining 50% of the final grade will be obtained from the report that the student must present to his/her academic supervisor when he/she finishes the internship. The academic supervisor will be the person in charge of evaluating it. In the final report, the student must include: a) a detailed description of the tasks and work carried out, b) an assessment of the correspondence of the tasks carried out with the contents and skills acquired in relation to the Master's degree, c) a list of the problems raised and the procedure followed to solve them; d) the main contributions that the internship has brought to the student, e) a final assessment of the internship.

Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Final report	50%	0	0	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15
Internship's supervisor evaluation	50%	0	0	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15

Bibliography

The Bibliography to be used in the External Internship module will be, where appropriate, that recommended by the internship supervisor and/or the academic supervisor.