



Office of Student
Involvement & Development

Student Involvement & Development Intern

The mission of Student Involvement & Development:

The Office of Student Involvement & Development fosters opportunities for student success supporting retention and graduation through co-curricular experiences that encourage:

- Campus Engagement
- Collaboration & Inclusivity
- Student Learning
- Leadership Development

ensuring students are prepared to be productive and responsible global citizens.

A successful candidate will be a Washburn Student ready to create and collaborate with our student organizations to create an exciting and engaging student experience. While the position will program directly with the fraternity and sorority community the candidate must be willing to think globally in how they as a student leader will be able to support all student organizations.

JOB DESCRIPTION:

The Student Involvement & Development Intern will be responsible to serve up to 10/15 hours a week over the 2019/2020 academic year. This individual will be responsible for programming that will support the functional areas of leadership development and fraternity and sorority life. They will be required to work with the Assistant Director of Student Involvement & Development to support the Greek 101 program in the Fall and Greek Week in the Spring, as well as other office events. They will be responsible for creating and maintaining campus and community partnerships. They must be able to work on campus and out in the Topeka community over the summer and into the school year. They will also have an opportunity to develop new programming initiatives to help support the leadership development of our student organizations.

MINIMUM QUALIFICATIONS:

Must be enrolled in a minimum of twelve (12) undergraduate or nine (9) graduate credit hours at Washburn University and maintain this minimum number of credit hours for the 2019-2020 academic school year. Must also maintain a cumulative and semester GPA of 2.75 or higher.

PREFERRED QUALIFICATIONS:

Excellent verbal/written communication and interpersonal skills; ability to work effectively and positively in a team environment; strong organizational skills; proficient computer skills, and Washburn Pride. Be a self-starter who will work efficiently. Be able to work with people from a variety of backgrounds. Membership in a Greek letter organization is preferred.

Interested Parties must complete the application below and include their resume, including three references and a letter of recommendation by **April 15, 2019 at 5PM**



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Application Due to the Office of Student Involvement & Development by April 15, 2019 at 5PM

Name: _____

Washburn ID Number: _____

School Address: _____

City/State/Zip: _____

Phone number: _____

Email: _____

ESSAY:

In 1500 words or less, please describe why you are interested in the Student Involvement & Development Intern position (including your qualifications and ideas for the position), and why you believe that campus engagement is vital to the overall student experience.

I verify that my GPA is above the minimum 2.75 required, I have currently and will maintain a 12-hour academic load and I am in good standing with the university. I release my academic record to the Student Involvement & Development Director for verification of these facts.

Applicant signature _____