Agnes Scott College
Office of Residence Life
Graduate Student Internship/Practicum Opportunity

Agnes Scott College is pleased to announce an internship/practicum opportunity for graduate students in Higher Education Administration/Student Affairs. This position is a unique opportunity to gain experience with Office of Residence Life at a women’s college and is available for summer 2015 (with flexible start and end dates).

Position Description: The intern/practicum student will work closely with the Assistant Director of Residence Life to plan and implement several aspects of the Residence Life program including developing a new Resident Assistant Programming Model, Resident Assistant and Graduate Hall Director Training Manual, and create Resident Assistant professional development opportunities for 2015-2016 academic year.

Major responsibilities include:
- Providing customer service and front office coverage as scheduled
- Assisting with planning and facilitating RA training, GHD training, and developing a training manual
- Revamping RA programming model for 2015-2016
- Assisting in the student check in and check out for summer move-in/move-outs.
- Collaborating with faculty and staff across the college in the planning process.
- Participating in departmental committees and projects when requested
- Other duties as assigned

Qualifications and Experience: Seeking a graduate student who is enthusiastic, flexible, team oriented and excited about the opportunity to gain experience at a small, liberal-arts, women’s college.
- Current graduate student (master’s or doctoral) in Higher Education, Student Affairs or similar program.
- Availability of at least 15 hours per week throughout the summer.
- Experience in Housing and Residence Life is helpful, but not required.
- Preferred dates: May 18th – August 14th (negotiable based on your availability).

Compensation:
- 1-bedroom furnished apartment with all utilities including cable, internet and wifi access

Setting and Description:
Agnes Scott is a college you have to see to believe. It’s not just a beautiful place though its beauty will surprise you and its aura will lure you in and everything you thought you knew about women’s colleges will evaporate in the midst of this powerful and warm community. - from Colleges That Change Lives, 2012

You will quickly discover why U.S.News & World Report ranks Agnes Scott College 2nd nationally in "Schools to Watch," among the top 10 liberal arts colleges in the South and a best value number 22 among all colleges in the country. Agnes Scott has previously been named number two in the nation for "Most Beautiful Campus" by The Princeton Review. The campus' 100 shaded acres are about five miles from Atlanta's city center.

EEO Statement:
Agnes Scott College does not discriminate on the basis of, race, color, national origin, religion, sex, sexual orientation, age, disability or genetic information, gender identity and gender expression or any other characteristic protected by law in its employment. Agnes Scott College has a strong commitment to diversity and urges members of underrepresented groups to apply.

To apply:
Email your resume and cover letter to Vaishakhi Desai, Assistant Director of Residence Life, at vdesai@agnesscott.edu.

Agnes Scott College educates women to think deeply, live honorably and engage the social and intellectual challenges of their time.