

## **Roles & Responsibilities**

The practicum will consist of various responsibilities in the Service-Learning Center. Specific responsibilities will be discussed and decided in April, but possibilities and approximate allotment of time include:

### *Service-Learning Center (95%)*

- *Student Coordinator fall training development*
  - *Schedule & plan the two weeks of training for the S-LC student staff in August. This includes guest speakers, learning about their roles, the S-LC, a mini-retreat, personality assessments, etc.*
- *School year staff meeting professional development and guest speakers*
  - *Create a schedule of PDs for our weekly school-year meetings*
- *Student Coordinator manuals*
- *Blood Drive coordination prep*
- *Participate in meetings regarding StreetFest, new student orientation, etc. as it pertains to learning and understanding*

### *New Student Orientation (5%)*

- *Participate in daily stand up meetings with our orientation colleagues*
- *Attend weekly staff meetings*
- *Attend bi-monthly StreetFest Meetings*

## **Schedule**

The practicum will include between 180-200 hours of work (meeting CSAL requirements and building in flexibility for additional time possibly required to finish projects) between May 13 – July 31, excluding July 1-5 (due to time off for the 4th of July) and Juneteenth. The consistent schedule will likely be 6 hours per day on Tuesday, Wednesday, and Thursday, though flexibility will not be a problem.

## **Work Mode**

The practicum will be majority in-person, with reasonable flexibility for various personal circumstances in communication with the supervisor.

## **Supervision**

The practicum will be supervised by the Director of Service-Learning Center.

## **Compensation**

The practicum will be compensated with a \$3,000 stipend (payment schedule TBD).

To apply, please fill out this application:

<https://forms.office.com/Pages/ResponsePage.aspx?id=uUljDRAGAUuReypKwQ35Ry2a3I9GebBlhzM-LlnZySdUQVo2UzJEQkw3RFROUkpUWUtBR0pDOTVROC4u>

Interviews will begin in February and an offer will be made in early April.