Graduate Student Interns in University Housing will work with a variety of programs, services and initiatives. Interns will collaborate with University Housing staff members, residence hall students, and other members of the UW-Stout community to carry out the departmental mission. Interns will work twenty hours a week and hours may vary, including nights and/or weekends, depending upon the project, service or initiative. Interns will report to one of the Assistant Directors in University Housing and will be considered staff members in the department.

**Objectives:**

- To provide interns a comprehensive residence life experience within a university housing operation.
- To offer a professional development experience that supports student success.
- To help provide support to the central staff in University Housing.
- To develop projects, initiatives, services and programs that support the University Housing Strategic Plan.
- To provide the intern with appropriate skill development for an emerging student affairs professional.
- To enhance the marketability of the graduate interns as they look to professional opportunities in the future.

**Job Description**

This position will work closely with the Assistant Directors in University Housing, the professional Hall Director team, University Housing professional and student staff, residence hall students, and other campus stakeholders.

The primary duties will include:

- Working with professional and student staff training programs.
- Supporting student leadership programs and initiatives.
- Attending University Housing staff meetings and other on-going meetings relevant to various tasks and responsibilities.
- Co-creating programs and initiatives that advance the University Housing Strategic Plan.
- Assisting with departmental assessment initiatives.
- Other duties as assigned.

**Training:**

Interns will receive training necessary and appropriate for them to perform effectively in their role. There will be regular supervision to enhance the intern’s development and for the intern to receive guidance, feedback and support.

**Office Location:**

Price Commons, University Housing Office Suite

**Stipend**

$11,000 for August 1, 2016 to May 31, 2017. On-campus housing will also be provided.

University Housing Graduate Interns are provided housing in an on campus suite in an upper-class hall. University Housing Graduate Interns will share a suite with Graduate Interns from Student Involvement at Stout.