



SERVICE-LEARNING EXCELLENCE

Texas State University

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RE: Academic Community Engagement Internship

Length of Internship: One Semester: Fall or Spring (minimum of 10 weeks, 200 job hours) or Summer (minimum of 8 weeks, 160 hours)

Compensation: Non-Paid, unless have Work Study benefits

Job Description:

The Service-Learning Excellence (SLE) Program oversees Academic Community Engagement for Texas State University. Academic Service-Learning is the application of course/program learning objectives to meet the needs of a community partner(s). As such, the internship job position will be tailored to the student's academic program learning objectives/outcomes for greater learning outcomes and resume building responsibilities. Job duties may include the following:

- Assisting SLE Program Director with the processes of applying for the Carnegie Engagement University designation.
- Overseeing the SLE Program events by completing all tasks necessary for various sponsored and/or program specific public events.
- Development of a community partner and SLE participant database
- Development of marketing materials for community partners, university, faculty and students regarding SLE activities.
- Assist in the development of SLE courses: meeting with faculty, developing training materials for faculty, assisting with reflective assignments.
- Assist in the development of a 8-week SLE Program entrepreneurial startup workshop.
- Assist with the development of an alternative to spring break entrepreneurial high school/university program.
- Development, implementation, and analyze a survey of community partners, faculty, and students for the long-term benefits of Academic Community Engagement

Job Qualifications: Any junior or senior management/marketing major

Application Instructions: Contact the Program Director for an interview at ServiceLearning@txstate.edu.

Contact Information: Dr. Jana Minifie, Service-Learning Excellence Program Director, servicelearning@txstate.edu, 512-245-8234, Commons 206.