Fraternity and Sorority Life Internship Position Description

**Spring Semester FSL Internship**

This position will work approximately 10 hours a week for the Office of Student Life. Multiple students may be appointed as a FSL Intern. A FSL Intern will be responsible for completing a variety of assignments that contribute to the overall improvement of the Fraternity and Sorority Community at the University of Northern Iowa. This appointment is from January 2020 – May 2020 with the anticipated start date of January 12, 2020. Undergraduate and graduate students will be considered for this position. Compensation is not provided for this position; however, students may enroll in POSTSEC 3161 (undergraduate course) or POSTSEC 6291 (graduate course) to gain 3 credits for their internship within Student Affairs.

**Working in the Office of Student Life**

FSL Interns are expected to support the mission of the Office of Student Life. We anticipate that each Intern will collaborate with students, faculty, and staff to assist with initiatives and assignments while upholding University community standards. Individuals selected for this role will be expected to contribute to the Department’s pursuit of providing space and experiences that inspire community interaction, enhance University life, and support learning. FSL Interns will support the Department’s values of: Service, Growth, Inclusion, and Innovation.

**All FSL Interns are expected to:**

- Display a personal commitment to academic success
- Hold office hours each week in the Office of Student Life
- Attend trainings and meetings with fellow team members and FSL Staff
- Positively represent the Fraternity and Sorority Community at the University of Northern Iowa
- Explore their own interests within FSL and Student Affairs
- Complete projects and assignments to the best of their abilities
- Collaborate with other interns, graduate assistants, and FSL Staff
- Perform other related duties as requested

**Fraternity and Sorority Life Internship Application Information**

**A successful application includes:**

- An online application
- Resume and one campus reference (reference should not be a student)
- Schedule of availability for November 11 – 15, 2019 for interviews

**Application:** Due on Wednesday, November 6, 2019. Application can be found at studentlife.uni.edu/fsl.
Informal Interviews: Informal interviews will be held November 11 – 15. All interviews will be schedule using applicant’s supplied availability. If chosen for an informal interview, applicants will be contacted with their interview time no later than Friday, November 8, 2019.

Eligibility:
For undergraduate and graduate applicants:

- Must be a full time, currently enrolled student at the University of Northern Iowa
- Must have and maintain a cumulative GPA of 2.5
- Must be interested in learning more about the Student Affairs profession and/or Fraternity and Sorority advising
- Previous Fraternity and Sorority experience is not required

Selections: Applicants will be notified of decisions by November 22, 2019. For questions or comments, please contact Steffoni Schmidt (Steffoni.Schmidt@uni.edu), Associate Director, Office of Student Life & Event Services.