



Purpose

The purpose of the student life intern position is to allow a qualified student with campus experience to gain significant leadership development and added expertise in a variety of Student Life areas. The IME student intern supports IME's mission and is dedicated to IME's core values of diversity, inclusion, multicultural engagement, and social justice.

IME Mission Statement

IME takes a leading role in Lewis & Clark's efforts in the division of Student Life toward its commitment to a diverse, inclusive, and equity-oriented campus community. We engage students, faculty, staff, and community partners to promote an inclusive campus climate; provide academic, social, and programmatic support to students from underrepresented communities; and help students develop a greater understanding of their global citizenship through the intercultural exchange of ideas and traditions.

Expectations and Principal Duties

- Primary role is to serve as a peer educator in the "IME Wokeshop" series on topics of diversity, equity, social justice, and identity, which includes facilitating dialogues, workshops, and other learning events
- Provide support for other IME undergraduate student peer educators (IME student staff)
- Attend facilitator trainings and ongoing skill development workshops
- Coordinate regular *Students of Color Speakeasy* events defined as a safe zone for students who identify as a POC (person of color) are welcome to share their experiences and connect with one another around issues of race and diversity on campus
- Plan, coordinate, and execute the IME Banquet which occurs in spring semester
- Assist with planning of IME signature events such as Welcome Week, Heritage Months, Leadership Retreats, Social Justice Tours, LEAP, speakers, and other events
 - *Welcome Week*: a week-long series of events introducing IME and our programs and services to the student body
 - *Social Justice Tour*: a tour around campus that highlights Lewis & Clark's history of student activism and social justice
 - *LEAP (Leading to Engage All Pioneers)*: peer mentor program made to support incoming students from underrepresented communities in their transition into college throughout their first year
- Participate in professional development opportunities, including trainings, leadership retreats, and collaborative projects with other interns when appropriate
- Promote and attend a full slate of IME events, as directed
- Positively represent LC by serving as a role model to students and supporting college policies
- **Return to campus early in Fall 2018 (namely mid-August)**. Interns are allowed to return early to campus early for the Spring semester at the discretion of their supervisor.
- Assist with New Student Orientation program as needed and decided upon by your supervisor.

Time Commitment and Compensation

- Devote approximately 12-15 hours per week to the internship (structure to be determined by supervisor)
- Attend regular one-on-one meetings with supervisor and weekly staff meetings
- Attend Student Life Intern meetings and trainings
- Attend committee meetings and campus programs, as directed
- Interns must be available before New Student Orientation during the summer (exact return date TBD)

As compensation, the intern will receive credit to your student account in the amount equivalent to a double occupancy room rent towards your campus housing. Interns must live on campus.

Qualifications and Application

- Full-time undergraduate student status required
- Minimum GPA of 2.75*; 3.0 *preferred*
- Prior student leadership experience at Lewis & Clark College required
- Desire to pursue Student Affairs or a field invested in social justice as a professional path *preferred*

*Students who do not meet the minimum GPA requirements can still apply but must address the following questions in their cover letter: (1) How do you monitor your academic progress to ensure you do well in your coursework and (2) how do you effectively balance your time?

Questions/Comments/Concerns? E-mail Angela Buck at abuck@lclark.edu