OFFICE OF STUDENT FINANCIAL AID
UNIVERSITY of WASHINGTON
Division of Student Life

Work Study Job Description

Job Title	LSAMP Case Manager Intern
Department Name	Office of Minority Affairs
Job Location	Mary Gates 311
Pay Rate	$ - $15
Employment Period	Summer, Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Stephanie Gardner
Phone Number	206-685-3422
Email Address	stephgar@uw.edu
Website	http://depts.washington.edu/lsamp/
Box Number	352835

Nature of Organization

LSAMP is part of the Office of Minority Affairs and Diversity. In the fall of 2009, the National Science Foundation awarded the LSAMP grant to five institutions in the Pacific Northwest region. The purpose of LSAMP is to increase the recruitment, retention, and graduation rate of underrepresented students in the disciplines of Science, Technology, Engineering, and Mathematics (STEM).

Duties and Responsibilities

Intern has an opportunity to receive training in the profession of academic advising, STEM, and the LSAMP program model then apply that knowledge to assist LSAMP students, specifically transfer students and STEM Bridge cohorts. The intern will provide general advising, support various activities, and serve as a resource for students as they pursue their goals at the University.
Intern will Provide one-on-one advising for individual students (Community
College Transfers and STEM Bridge Cohorts)
Assist with general LSAMP Center duties
Participate in the educational component of the internship
Design/present workshops
Assessment and Evaluation related to retention

Minimum Qualifications

Bachelors degree. Comfortable working with diverse students, excellent ability in organizational, oral and written communication skills, general computer competence. Some sense of evaluation and assessment. No prior academic advising experience is necessary.

Educational Benefits
-Exposure to university pre-college and retention programs -Direct work with STEM students -Opportunity to shape assessment/evaluation components related to the position -Opportunity to interact with numerous campus and industry partners -General exposure to university advising
How to Apply
Email: LSAMP at LSAMP@uw.edu

Job Number: MINA12 | Job Class: 0875 | Category: Student Services | 51% Comp. To Classified: n | Program: State