How to Apply
To apply, graduate students must submit a letter of application, current resume, and any teaching evaluations to the Graduate Student Coordinator, Marlene Moore, marlenem@umich.edu.

Job Summary

Promote and manage American Culture's internship programs in Southeast Michigan in consultation with the Acting Associate Chair and Ethnic Studies Directors. The Internship Coordinator will be expected to become familiar and network with our partner community organizations in Southeast Michigan. Experience or an educational background in ethnic studies and/or American Studies will be a plus.

Responsibilities

Duties will include responding to inquiries from students and agencies; helping place students at relevant agencies; serving as the course assistant for the faculty of record for AMCULT 388 and AMCULT/ARABAM 390; managing class meetings/readings every other week, monitoring and responding to the student interns' written progress in biweekly blog reports and a final reflection essay; evaluating participation and final report from agency for grade/course credit, briefing the Acting Associate Chair on student progress; conducting site visits of agencies once per semester (mileage will be reimbursed); and organizing and hosting recruiting events for each semester.

Required Qualifications
Applicant must be a graduate student in good standing in the University of Michigan.

Desired Qualifications
Previous teaching experience as a GSI teaching American Culture or Ethnic Studies courses with favorable student and faculty evaluations. Serious commitment to undergraduate teaching excellence and interest in community outreach and engagement.

Decision Making Process
All applications will be submitted for review to the Associate Chair of American Culture. After review of applications the decision will be made by the Associate Chair, who will also be the faculty of record for the course.

Selection Process
Priority consideration for this position will be given to candidates with previous GSI experience in American Culture. Selection criteria will include relevant experience, enrollment demand, and faculty preference.

Course Description:

The objective of the internship is to provide students with the opportunity to explore career options related to Arab and Muslim American Studies and Native American Studies, particularly in legal, social, cultural issues, and the arts and to provide students the opportunity to use skills attained through their coursework at U-M, including Arabic language skills.

Contact Information:
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