

# STUDENT POSITION DESCRIPTION

## GRADUATE RESEARCH INTERN

Hiring Department: DoS Research Institute

Supervisor: Audrey Sorrells

**Application Deadline: As Advertised**

Hours per week: 10

Length of appointment: 100 hours (Summer only); Fall/Spring (150 hours)

### POSITION OVERVIEW

The purpose of the internship is to build competencies in the areas of research and student affairs in higher education and to increase professional development. Specifically, the internship is focused on student development in higher education with the purpose of developing a comprehensive understanding of populations and student groups including their strengths, specific needs, skills, the ways in which colleges and universities can best support students and improve academic achievement and leadership development, engagement. Emphasis is placed on the intern's increased understanding of higher education administration and navigating the various department/bodies within student affairs and building partnerships/working collaboratively with various personnel/departments. (This is an unpaid position)

### STUDENT LEARNING ASSOCIATED WITH THIS POSITON

1. **Humanitarianism and Civic Engagement** – Gain an understanding of the needs of special populations within the university such as student veterans or students with disabilities.
2. **Intrapersonal/Interpersonal Development** – Build relationships with various university departments; work collaboratively with others to complete projects.
3. **Personal and Professional Competence** – Increase research skills and professional competencies.
4. **Learning, Application, and Integration** – Follow steps to design research, conduct the research and develop implications from findings.
5. **Critical Thinking and Problem Solving** – Use research results to inform recommendations for practice.

### QUALIFICATIONS

- Graduate Student Status
- Quantitative and Qualitative Research Experience
- Experience with SPSS
- Experience in data analysis
- Strong organizational skills
- Strong written and oral communication skills.
- Strong interpersonal skills.

### DUTIES AND RESPONSIBILITIES

- Design research projects
- Conduct literature reviews
- Develop strong working relationships with university personnel.
- Assist with DoS projects, presentations and events.
- Obtain data
- Analyze data in written reports

### Expected deliverables:

- The primary outcome will be the design of a study aimed at examining an identified student population at UT Austin. The goal of the study is to assess academic outcomes, engagement, student development and engagement in experiences beyond the academic classroom and ways students are supported and learning is facilitated, identifying any trends or changes over time and to assess impact of recent programming/initiatives specific to student population examined. The literature review, rationale/purpose for research and research questions as well as a plan of action for obtaining data/method of data analysis will be completed.
- Attendance at professional development trainings/workshops.
- Dissemination of findings, study outcomes and recommendations via professional presentations and written reports/manuscripts of publishable quality.

## **HIRING PROCESS**

1. Submit Resume or CV
2. Interview with Dean of Students, DoS staff
3. Complete background check