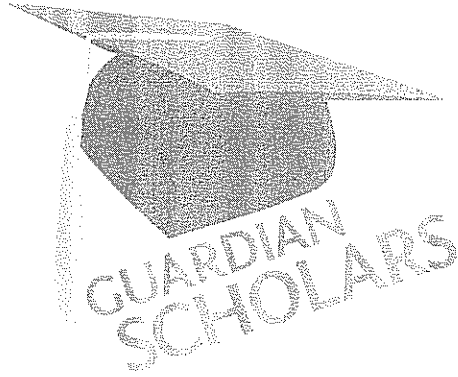


Educational Opportunity Program



San Jose State University Guardian Scholars Graduate Intern

EOP is committed to supporting former foster youth through innovative outreach and retention programs that encourage them to persist towards the goal of a university degree. The Guardian Scholar Graduate intern will be assigned to work with the Assistant Director for Guardian Scholars to assist with providing general support, and present workshops for Guardian Scholar students. Under the supervision of the Assistant Director, the intern will be trained to provide one to one educational counseling to Guardian Scholars and assist with transitional programs. There may be opportunities to work on special projects that further enhance the intern's area of concentration.

Qualifications:

- Graduate student in counseling, psychology, or education programs preferred
- Previous experience working with students, advising or retention preferred
- Understanding and demonstration of multicultural competence
- Previous experience in designing and facilitating workshops preferred
- Must possess strong oral and written communication skills
- Ability to perform in a detail-oriented, fast paced, team environment
- Working knowledge of software applications and using technology
- Ability to maintain confidentiality and appropriately handle sensitive communication with students, staff, and faculty

Responsibilities:

- Assist with educational counseling and intervention to individual students experiencing personal, academic, career, or other developmental difficulties
- Prepare case notes based on all students seen
- Co-facilitate (1st semester) and facilitate (2nd semester) student workshops
- Participate in EOP outreach activities

Commitment and Training:

This internship is a two semester commitment. Interns must be available to work 10-15 hours/week. The interns will receive ongoing supervision and training from the Assistant Director. Interns must receive academic credit for their internship hours.

Compensation:

- Competitive Hourly salary
- Access to professional development opportunities
- May be used for supervised experience hours, pending approval

Application Process: Please submit a cover letter, resume with references, and two letters of recommendation to: Connie Hernandez Robbins, Assistant Director for Guardian Scholars, One Washington Square, San Jose, CA 95192-0196 or Connie.Hernandez-Robbins@sjsu.edu.

