

Dear interested parties,

Academic Advising & Retention Services and the African American and Chican@/Latin@ Student Success Task Forces are looking to hire Student Success Interns to assist with retention efforts aimed at SJSU student populations African American/Black and Chicano/Latino. These interns will also assist the efforts of the AFAM/Black and Chicano/Latino task forces as they implement a range of community and academic programming aimed at these two student populations. Interns will report to the associate director of AARS but be supervised by the advisors assigned to develop programming within the AARS Retention Service Center (RSC) located across the hall from the Peer Connections area in the Student Service Center building on 9th and San Fernando. Please note, there are two dedicated positions available with the Chican@/Latin@ Student Success Task Force which would report directly to their office. All interested applicants should apply through this singular position.

Please read the job description below and if interested fill out the google application located at: <https://goo.gl/forms/E4DhzaENXwGKXNXr1>

Please note that the **application deadline is August 12th 2016 at 6pm.**

Student Staff, Student Success Interns (10)

Reporting to the Associate Director of Academic Advising and Retention Services (or designee) the Student Success Interns (SSI) are hired to meet with students, and to assist with projects, activities and services designed to facilitate increased retention and graduation rates for historically underrepresented students with a particular emphasis on those with graduation rates below the campus norm (i.e African American, Chicano/Latino students). The SSIs have two primary functions.

The SSIs are expected to function as:

- A. Student staff for the African American and Chicano/Latino Task forces (approximately 25%)
- B. Student staff for Academic Advising Retention Services' Retention Service Center (approximately 75%)

As student staff for the Task Forces and AARS the SSIs are expected to act as liaisons between the Taskforce(s)/AARS and ethnic student organizations and targeted ethnic student communities in general; function as set up, clean up and support crews for Taskforce events and activities; develop coordinate and implement various student success & community development activities, and develop, coordinate and implement various success workshops and other duties as assigned.

As staff for the AARS Retention Service Center SSIs are expected to serve to operate and monitor academic success study halls; meet with at risk student populations as assigned, staff the welcome counter in the RSC and develop and conduct various student success workshops for targeted students; and other duties as assigned.

Student Qualifications and characteristics include:

- Good academic standing with a SJSU GPA 2.3 or higher
- Possess a patient, friendly and outgoing personality
- Strong communication skills (both oral and written)
- Be punctual and dependable
- Computer competency must include knowledge and ability to use excel, word, google docs and google forms
- Availability at least 10 hours per week during the hours of RSC operation (M-Th 9a-6p and Fr 9a-3p) and some evenings (approximately 4-5) to assist with Task Force activities and student organization liaison function and activities.

Preferred Qualifications include:

- Participation in or strong connections to Black and/or Latino Ethnic student organizations
- Prefer students between 30-90 units
- Experience as a mentor or a mentee in a mentorship program which fostered student success within a university setting
- Experience as a participant or employee in an academic success program which fostered student success within a university setting
- Possess a familiarity with and/or sensitivity to the issues which impact student success with respect to targeted communities

Salary: \$12/hr -15 hours per week