**2020 Council on Equity, Diversity, and Inclusion Internship**

**Starting Spring Semester 2020**

The Council of Equity, Diversity, and Inclusion aims to provide students an opportunity to explore and support diversity at Washington State University Vancouver. The intern will work with the Diversity Council Chair to assist in developing and implementing Council goals and activities. Through its subcommittees on campus climate, scholarship and curriculum, student recruitment and retention, administration and systems, and faculty and staff recruitment and retention, the Council on Equity, Diversity, and Inclusion works to advance diversity efforts throughout the entire campus. The intern will have the opportunity to focus on diversity issues in these areas, as well as to explore personal areas of interest related to diversity in higher education. The position starts spring term 2020.

The Council on Equity, Diversity, and Inclusion Intern will be selected to serve a semester or academic year, receiving a stipend of up to $2,100 per semester or $4,200 per academic year (paid as an hourly wage of $14 per hour).

To find out more about mission of the diversity council visit the diversity council website at: <https://www.vancouver.wsu.edu/council-equity-diversity-inclusion>

**Requirements:**

* Available to work approximately 10 hours/week throughout the 2020 academic year
* Good academic standing (minimum 2.09 cumulative GPA or above)
* Must be enrolled in at least 6 credits of WSUV coursework while serving as an intern (this does not include WSU Distance Degree Program coursework)
* Must enroll in an internship class for credit each term through the History Department and complete an independent project each term.

**Qualifications:**

* Interest in and commitment to furthering diversity at WSU Vancouver
* Strong organizational skills
* Ability to work independently and collaboratively
* Excellent interpersonal, written and oral communication skills
* Familiarity with webpage design, social media, and online applications preferred

**Responsibilities of Intern:**

* This position reports to the Chair of the Council of Equity, Diversity, and Inclusion
* Assist Chair and other Council of Equity, Diversity, and Inclusion members to plan and promote diversity-related activities and programming and research projects
* Attend Council of Equity, Diversity, and Inclusion meetings; record and circulate meeting minutes; provide meeting agendas
* Participate in Council sub-committees
* Represent WSU Vancouver Diversity Council at various campus events
* Assist with campus and community outreach including regular diversity messages
* Complete an independent project each semester (to be established with Diversity Council chair) as part of fulfilling internship academic credit; one might be producing diversity messages
* Assist in maintaining Diversity Council website and /or social media
* Other related duties as assigned

**Application Deadline: Monday, December 2, 2019**

Email completed application, resume, and inquiries to: **Dr. Gordillo, Chair of the Council of Equity, Diversity and Inclusion, gordillo@wsu.eduApplication for**

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**Starting Spring Semester 2020**

**I. Complete the following:**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Name (Last First, M.I.) | | | | | WSU ID# | | |
| Street Address: | | City: | | | State: | | Zip: |
| Phone: | | E-mail: | | | | | |
| I am available to work approximately 10 hours/week during the academic year:  \_\_\_\_YES \_\_\_\_NO | | | | | | | |
| Will you be receiving Financial Aid during the 2018-2019 Academic Year?  \_\_\_\_YES \_\_\_\_NO | | | | | | | |
| Major: | | | | Advisor’s Name: | | | |
| Please Provide name and contact of two references: | | | | | | | |
| 1 | Name: | | Relationship: | | | Phone Number: | |
| 2 | Name: | | Relationship: | | | Phone Number: | |

**II. Please attach responses to the following questions:**

1. Briefly describe your academic or professional goals and how you believe they will be promoted by participating in the Council of Equity, Diversity, and Inclusion Internship Program.
2. Why is diversity important to you?
3. What strengths do you feel you would bring to this position?
4. Do you have a preference or area of interest for your independent project work?

**III. Please attach current resume.**

**Applicant’s Signature Date**