University of Delaware  
Student Services for Athletes Internship  
2018-2019

Applications are being accepted for an internship position in the Student Services for Athletes Department at the University of Delaware. Student Services for Athletes (SSA) is a comprehensive program of support services and life skills development designed to assist student-athletes in making the best possible academic and personal adjustment to collegiate life. SSA strives to make student services such as counseling, tutoring, and academic planning more accessible to student-athletes. In addition, the department aims to foster student-athlete growth as it relates to academic, career, and personal development.

Primary Duties and Responsibilities:
This employment opportunity is designed to provide hands-on experience working with student-athletes and prepare individuals for full-time employment in student-athlete support services. The Intern will assist SSA staff with personal, academic and career counseling, as well as academic monitoring for an assigned caseload; serve as a teaching assistant for our freshmen seminar course; proctor study halls; assist with daily operation of the student-athlete computer lab and complete other departmental projects as assigned. Additionally, there may be opportunities for involvement with the SAAC, the BLUE Leadership program, Career Services for Athletes and other life skills programming.

Qualifications:
Preference will be given to those with a Master’s degree in a related field such as Higher Education Administration/Student Affairs, Counseling, Education, Social Work, and Sport Administration. Preference is also given to applicants possessing experience working in athletic academic support departments and directly with student-athletes in an academic capacity. Applicants must have strong communication skills, high levels of attention to detail and organization, and the ability to adhere to NCAA and FERPA regulations. A Bachelor’s degree is a required minimum.

Additional Information:
The Intern will be paid approximately $30,000.00 for the academic year based on an hourly wage schedule with an approximate 30-hour work week. The Intern must be available to work flexible hours that may include evenings and weekends. The expected start date will be August 20, 2018, with the internship concluding on May 31, 2019.

To apply:
Application materials must be received by July 20, 2018. Resume review will begin immediately thereafter and continue until the position is filled. Submit a cover letter, resume, and list of three references to Nigel Brown at nbrown@udel.edu.

Employment offers will be conditioned upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment. The University of Delaware is an Equal Opportunity Employer which encourages applications from Minority Group Members and Women. The University’s Notice of Non-Discrimination can be found at http://www.udel.edu/aboutus/legalnotices.html