



Campus Recreation

UNIVERSITY OF COLORADO **COLORADO SPRINGS**

Campus Recreation Graduate Student Practicum Experience Position Description

Educational Objectives:

To provide the graduate student with practical leadership, organizational planning, and employee training and development management experiences working with Campus Recreation professional and student staff members. Emphasis will be concentrated on training curriculum, student employee policy, student employee handbooks, assessment of effective student development practices, and our overall student employment lifecycle.

Position Responsibilities:

- Assist in the development of student staff through the organization of training and supervision curriculum content.
- Provide student development leadership to program areas through special projects and/or events.
- Assist departmental professional staff in updating student employment job descriptions to include student employment learning outcomes. Strategize on assessment tools to evaluate these learning outcomes, an implementation plan, and reporting mechanism.
- Utilize principles of research and measurement theory to develop multi-dimensional, rigorous, and trustworthy methods that assess student learning and development, including consideration of psychometric characteristics, qualitative/quantitative analysis, and human subjects' ethics.
- Analyze, interpret, and disseminate available data from professional literature, national data banks, institutional effectiveness research, and other student-related studies specific to assigned projects.
- Prepare correspondence and reports about assessment activities and projects including the contributions toward student employee learning and operational outcomes, retention, and success while utilizing institutional research data sets to define norms and opportunities.
- Assist in the management and evaluation of student staff employee recognition programs.
- Recommend effective strategies to recruit qualified student applicants.
- Assist in budget development for staff development & training opportunities.
- Assist in the organization of scheduling student development professional and co-curricular resume workshops.
- In coordination with department professional staff, assess student employee exit interviews to recommend best management practices modifications and/or reinforce successful practices.
- Guide departmental staff in defining measurable program goals and learning outcomes.
- Provide consultation to departmental staff to address their assessment, evaluation, research, and program/class review activities and how these impact strategic goal development and progress/completion.
- Administer assessment and research projects/surveys on Campus Recreation programs, services, and facilities at the departmental level.

Supervision:

- This position will work directly with the Assistant Director of Programs.
- Position may support additional Campus Recreation professional staff members as well as the Student Employment Experience Committee.
- A variety of projects and responsibilities will involve direct supervision, and many others will require independent work.
- A practicum experience agreement will be developed with your supervisor to streamline work responsibilities and desired outcomes of the practicum student. Upon completion of the practicum experience, a review of goals and outcomes will be conducted.
- No direct or indirect staff supervision responsibilities.

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Gallogly Recreation & Wellness Center • 1420 Austin Bluffs Parkway • Colorado Springs, CO 80918
t 719-255-7515

Appointment Length, Dates, and Hours:

- One or two semesters depending upon student need and availability
- 100 practicum hours minimum – established by the Student Affairs in Higher Education Graduate Program

Qualifications, Knowledge, Skills & Abilities:

- Student in the Student Affairs in Higher Education Graduate Program.
- 3.0 or higher GPA.
- Completed (preferred) the LEAD 5700 - Introduction to Research & Statistics and the LEAD 5260 - College Student Development Theories courses.
 - Knowledge and ability to run and interpret statistical analyses.
 - Knowledge of student development theory.
 - Skilled in data maintenance and substantial attention to detail.
 - Skilled in excellent interpersonal, written, and verbal communication skills.
 - The ability to communicate effectively with a diverse population of students, faculty, staff, and community.
 - Ability to balance multiple assignments, deadlines, and tasks.
 - Ability to work in a fast-paced environment.
 - Ability to work in a team environment.
 - Ability to effectively take initiative to work independently and complete projects.

To Apply:

Establish an informational interview and submit resume to Anna Bauer by calling 719-255-7510 or via email at abauer6@uccs.edu.

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