

Global Engagement Office Practicum Experience (2 positions)

Supervisor and Contact: Dr. Mandy Hansen (mhansen2@uccs.edu)

Learning Outcomes:

- Develop an understanding of international education student support (either education abroad or international student advising)
- Develop ability to create and implement marketing materials for international student programming and/or education abroad
- Utilize knowledge of student development and counseling theories in work with students
- Develop understanding of the functioning of an international office including administrative, Student advising, and programming responsibilities

Learning Activities:

- Shadowing with each of the office units to obtain a comprehensive understanding of the services provided to students in the realm of admissions, SEVIS and immigration advising, academic advising and study abroad advising. Units to shadow include International Student Advising and/or Education Abroad.
- Training and management of student email account
- Assistance with event planning and programming (new international student orientation, education abroad information sessions and pre-departures, international student graduation and farewell celebration, etc.)
- Assistance with study abroad activities (fairs, tabling, classroom presentations)
- Assistance with hosting campus visitors
- Attendance at a variety of GEO and University-wide meetings (All Staff meetings, Unit specific meetings, and departmental meetings)
- Weekly meetings with the Director of Global Engagement to discuss the strategies issues around international education at UCCS and contemporary issues in the field of international education.
- Weekly debriefing with the assigned senior advisor (education abroad and international student advising)
- Assistance with the front desk/welcome center
- Assistance with data management (international students or education abroad)
- Other projects or activities to be determined by the intern and supervisor as appropriate

**This practicum is only available to students who can commit to completing 150-200 hours for their practicum experience. However, no additional academic credit will be received for the additional hours.*

Students may only begin this experience following completion of LEAD 5030, LEAD 5610, LEAD 5260, and LEAD 5210. Students must begin this practicum in the summer following the completion of the courses listed above and will work with the site supervisor to determine how to complete the required hours by the portfolio due date.