JWU Bridge Graduate Intern Position Description for Spring 2022 Semester

The Bridge for Diversity, Equity & Social Justice advances a campus culture of inclusion, safety and discovery. The center is a hub for connection, resources, support services, programming and training, and also supports academic interests.

Bridge Graduate Intern Program
The Bridge is amplifying the university’s efforts to advance a culture of social justice. During the spring 2021 semester, the Bridge instituted a Faculty Fellow program in which JWU faculty members are identified to support academic colleges, administrative departments and student organizations to enhance campus-wide knowledge and awareness of racial justice issues. We continue to host Faculty Fellows and we are seeking a graduate intern to engage with broader social justice issues during the spring 2022 semester.

Purpose
The graduate internship is designed to support the JWU student body by developing programs and initiatives that enhance campus-wide knowledge and awareness of social justice issues. Through this position, the graduate intern will expand the programming and training outreach of the Bridge, supporting the academic, professional and personal development of students. The graduate intern will mentor and support relevant student clubs and organizations to strengthen their leadership and peer engagement skills. There will also be opportunities to collaborate with and provide development opportunities for faculty and staff.

Responsibilities
- Develop, facilitate and consult on programming for the JWU community connected to social justice themes, complementing academic classes that are running during the semester, as well as Bridge programming
- Mentor student organizations which engage in social justice work through providing leadership training, assisting in the development of strategies to better engage their peers, and consulting on student-led programming
- Offer a minimum of two student trainings or workshops connected to social justice themes
- Support staff and faculty by sharing resources and providing guidance on how to incorporate relevant content into various functions of the university
- Work with the Bridge to operationalize recommendations made by the Inclusion, Diversity & Equity Action Group (IDEA Group) in areas relating to student development
- Work collaboratively with President’s Office, Student Affairs, and other Bridge fellows and interns on strengthening student engagement and support
- Develop expected outcomes and corresponding metrics to assess impact of initiatives led through this internship

Support Provided by the Bridge
- The graduate intern will have access to shared work space in the Bridge Center
- The graduate intern will regularly interface with Bridge leadership to work cooperatively towards goals
- Work collaboratively with past Faculty and Community Fellows (based on availability) on completing in-progress initiatives
- Bridge student staff can support the work of the graduate intern (logistics coordination, research support, social media, etc.)
- The graduate intern will have access to limited funding to support programs through the Bridge budget. The graduate intern will work with Bridge leadership to determine how this budget is allocated
Assessment and Reporting
The graduate intern will develop learning outcomes for all programs and initiatives, along with a mechanism to measure these outcomes. Bridge staff will provide support for creating these outcomes as needed.

The graduate intern will provide a report at the end of the semester on work that is accomplished.

Bridge Graduate Intern Application Process
Term: Spring 2022 Semester (January 10 – May 3, 2022)

Requirements:
• Participate in weekly Bridge team meetings
• Be able to work proactively and independently
• Be within commuting distance to JWU Providence campus for in-person work

Application Materials Due to Michael.Waugh@jwu.edu by October 22, 2021
• The applicant will submit a CV
• In no more than two pages, the applicant will share the following information:
  - Academic and professional experience
  - Professional and/or personal connection to social justice and inclusive excellence
  - Initial ideas for meeting the responsibilities outlined in this position description
  - A description of one workshop, training or other initiative you could deliver that best exemplifies your approach to engaging with this work
  - A description of how you would assess your success in this role
• A letter of recommendation from a professor, advisor, supervisor, or other individual who is familiar with your approach to this work

Applications will be evaluated based on expertise relating to the expectations laid out in this document. Selected applicants will be invited to interview for the position.