**UTSA M.Ed. in Educational Leadership & Policy Studies**  
Higher Education and Student Affairs  
HSA 6943 Internship  
**Request for Interns**

**Date:** April 20, 2011

| Name and Location of Internship Site | Office of Veterans Affairs  
Palo Alto College  
1400 W. Villaret Blvd  
San Antonio, TX 78224 |
| Name and Title of On-Site Internship Supervisor | Vincent Bosquez  
Coordinator of Veterans Affairs |
| Telephone Number and Email Address of On-Site Internship Supervisor | (210) 486-3113 Office  
(210) 845-4582 Cell  
Vbosquez3@alamo.edu |
| Number of Internship Positions Available | 1 |
| Internship Description (including work hours) | Flexibility with work hours. Generally the office is open on Mondays and Thursdays from 8 a.m. to 7 p.m. and from 8 a.m. to 5 p.m. on Tuesdays, Wednesdays and Fridays. Intern will work with the Coordinator to effectively manage a Student Veteran Organization at Palo Alto College to meet the needs of student veterans. |
| Description of Ideal Candidate | The ideal candidate will have some knowledge and familiarity with the military culture. Should be a self-starter, with initiative and discipline to help form a viable student veteran organization at PAC. |
| Other Specific Skills or Prior Skills Required for this Internship Position | Good communication skills and basic, general office skills (knows how to use a computer, fax, and answer phones properly). |
| Description of Compensation, if Provided | Unfortunately, no compensation is available. |

If you have any questions, please do not hesitate to contact Dr. Richard Drum at Richard.Drum@utsa.edu