**Request for Interns**

Date: January 29, 2016

| Name and Location of Internship Site | Trinity University Upward Bound Program  
Trinity Campus  
1 Trinity Place  
San Antonio, TX 78212 |
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<tr>
<td>Name and Title of On-Site Internship Supervisor</td>
<td>Simone Carnegie-Diaz</td>
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| Telephone Number and Email Address of On-Site Internship Supervisor | 210-999-7590  
mcarnegi@trinity.edu |
| Number of Internship Positions Available | 1 |
| Internship Description (including work hours) |  
- Research best practices in college access curriculum for senior-level students and college freshmen.  
- Develop curriculum including lesson plans, PowerPoint presentations and student activities for summer courses.  
- Assist Upward Bound Director in the implementation of senior seminar course on Tuesdays and Thursdays from 8:30 – 10:15 and/or Freshman orientation course Monday – Thursday from 10:45-12:30.  
- Review student assignments and provide feedback to students  
- Provide academic advising to participants as needed  
- Notify counselor of concerns or issues related to students’ academic performance or personal well-being  
| Description of Ideal Candidate |  
- Interest in research and curriculum development  
- Desire to strengthen student advising skills  
- Commitment to college access and to addressing the needs of first-generation students |
| Other Specific Skills or Prior Skills Required for this Internship Position | |
| Description of Compensation, if Provided | |

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