Student Job Description - Engineering Inclusion Agent

PURPOSE:
• Promote a welcoming and inclusive environment in the College of Engineering.
• Educate themselves and their peers on social justice topics.

DUTIES AND RESPONSIBILITIES:
• Work individually and as a team to design and implement diversity, equity, and inclusion (DEI) workshops, events, and programs (both active and passive) for undergraduate students in the College of Engineering that foster a sense of belonging.
• Serve as an enthusiastic and visible resource and referral agent for Engineering undergraduates on DEI and social justice related issues.
• Coordinate logistics for weekly MESA Tutoring program for 5th-12th graders in the local community, including recruiting volunteer tutors and program participants, managing social media, and tracking attendance.
• Share guidance, insight, and recommendations with the Engineering Student Success Team (eSST) and College of Engineering DEI Council on current issues affecting inclusion and belonging for undergraduates.
• Engage with relevant social justice research, trends, and media and stay informed on DEI issues that may have an impact on the undergraduate student experience.
• Collaborate with the Division of Diversity, Equity, and Inclusion and UI Cultural Centers on programming efforts.
• Promote and market College and University DEI events and initiatives through formal and informal networks.
• Assist with assessment of DEI programs.
• Provide temporary front desk coverage in 3612 SC when necessary.
• Complete other projects and tasks as assigned.

SUPERVISION RECEIVED:
The Director of Undergraduate Diversity Programs and Academic Advisor (Kristin Lang) supervises the students in this position

QUALIFICATIONS:
• Be currently enrolled as an undergraduate in the College of Engineering by Fall 2020.
• Maintain a UI GPA of 2.0 or higher.
• Have a strong desire to work with other students and a demonstrated interest in engaging with different viewpoints.
• Exhibit a team-oriented attitude as well as the ability to work independently with minimal supervision.

SALARY: $9.50/hour

EMPLOYMENT PERIOD: August 21, 2020 – May 16, 2021

WORK HOURS:
• Work approximately 5-8 hours per week, primarily during business hours (8:00am-4:30pm); occasional weekend and evening hours are expected.
• Attend mandatory staff training, weekly staff meetings, and monthly individual one-on-one meetings

The College of Engineering is committed to building a welcoming and inclusive community of learning and scholarship with the support systems for all persons to thrive. We recognize that diversity enriches the educational experience when everyone has the opportunity to excel and have their contributions respected and valued. We strongly encourage engineering students from diverse backgrounds to apply for this position, including students of all races, national origins, colors, creeds, religions, sexes, ages, abilities, veteran status, sexual orientations, gender identities, and all other representations of diversity.