Higher Education and Student Affairs
Spring 2015 Practicum Opportunities

Title of Practicum
Student Organization Advisor

Practicum Description Summary
- Work one on one with student organizations
- Specific focus on advising, new organization registration, and risk management
- Conduct one on one advising as well as small group advising based on the student organization’s needs
- Work within the administrative features of Collegiate Link (beINvolved) to assist with student organization management
- Assist the Sr. Assistant Director, Student Organizations with other duties as assigned

Sponsoring Office
Student Life and Learning

Department/Office Website Address: studentlife.indiana.edu

If multiple students can be selected for this position, please indicate the number of practicum students the site is willing to host:

Spring 2016 Number available: ___1___

Please identify any requirements outside the 8 hours per week of the practicum experience the student would be expected to complete:

All meetings will be structured within the flexible practicum time schedule

Learning outcomes associated with the practicum experience in your office:
- This student will strengthen and enhance their advising skills while working with a diverse population of students and organizations
- They will identify and implement various ways to educate student regarding organizational structure, creative problem solving, risk mitigation, and leadership
- This student will gain experience in and learn to utilize the administrative side of Collegiate Link (beINvolved) as a student involvement platform
- They will learn how to have professional work relationships with students and colleagues
- They will develop the ability to utilize theory in a practical environment.

Provide a brief summary of the activities, duties, responsibilities and/or special projects associated with this position:
This position will advise students and student organizations. While taking a holistic approach in viewing the organization, this student will advise and assist where necessary to improve the overall health of the organization and help establish processes to mitigate any risk within the
organization. This student will also work within the administrative side of Collegiate Link (beINvolved) to register student organizations.

Site Supervisor for Practicum Experience:
Name       Valerie Nettleton, Sr. Assistant Director, Student Organizations
Address    Student Life & Learning, IMU Suite 371 in the Student Activities Tower
Phone      812-855-4311
E-mail     vnettlet@indiana.edu

_X_   Yes, my department plans to attend the HESA Practicum Fair and we have completed the description form

___  No, my department does not plan to attend the HESA Practicum Fair, but we have available opportunities for students and I have completed the description form

___  No, my department does not plan to attend the HESA Practicum Fair and we have no available opportunities at this time.