Title of Practicum:
Student Affairs project intern

Practicum Description Summary
The Office of Medical Student Affairs is committed to the personal and professional development of a HESA Graduate student for spring semester and would like to offer the opportunity to create an optimum practicum experience. Under the direction of the Associate Dean for Medical Student Affairs, the graduate student will assist with a wide array of tasks and special projects related to Student Affairs.

Sponsoring Office
Office of Medical Student Affairs MSA advances the IUSM educational mission and serves students in our statewide system by promoting their professional development, fostering their educational success and advocating for their overall well-being.

Department/Office website address
http://msa.medicine.iu.edu/

Availability:
Spring 2014 Number available: 1

Please identify any requirements outside the requirements outside the 8 hours per week of the practicum experience the student would be expected to complete
None

Learning outcomes associated with the practicum experience in your office
By participating in the practicum, a graduate student will gain experience:
• Working in student affairs for a prestigious medical school
• Contribute to implanting new processes and programs
• Participate in creating and analyze student data
• Help development a new student information system that will coexist with IUPUI student information system.

Provide a brief summary of the activities, duties, responsibilities and/or special project associated with this position
The Student Affairs project intern will:
• Assist with building the new mentoring and advising program
• Create student surveys and compile data for the Associate Dean
• Assist Dean with gathering data for the Liaison Committee on Medical Education 2018 visit
• Evaluate the student tutoring program
• Assist with developing a SharePoint site for Medical Student Affairs
• Assist project liaison with projects for the new medical student information system
Site Supervisor for Practicum Experience
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