

Graduate Student Summer Internship Program - Summer 2016



The American University of Kuwait offers two graduate internship (Master's level) opportunities each summer in Student Affairs/Student Services. The first Graduate Interns participated in summer 2009 and the program has continued to successfully develop from its inaugural year. The internship program is designed to provide graduate students and recent graduates the opportunity to gain essential experiences within professional areas of Student Affairs/Student Services, a deeper understanding of higher education administration, and to acquire specific skill sets which will help prepare them for a career in the profession.

AUK's Graduate Student Summer Internship Program received the 2011 NASPA Best Practice Award for International Exchange Programs.

Placements - Duration - Eligibility

Placement possibilities exist in various professional areas and have included the following:

- Office of the Dean of Student Affairs
- Office of the Registrar*
- Academic Advising & Learning Support Services*
- Office of Admissions*
- Career Services & Wellness Center
- Office of Student Life

* Student Services units report to the Office of the President, with the exception of Admissions which reports to the Vice President for Admissions & Public Affairs.

The selected graduate interns will work primarily with the area director in their professional area but will also have the opportunity to work with other professional staff across the institution. Interns will be expected to work 40 hours a week between a primary placement (30 hrs) and a secondary placement (10 hrs) from the available departments. Student may receive academic credit for the internship if agreed upon by the supervisor and the intern's college or university. The internship is for a 7-8 week period starting early June, working through late July or early August depending on agreeable terms and scheduling needs (start and end dates may be flexible). Applicants must meet the following eligibility requirements:

- Graduate students currently enrolled through the Spring term prior to the internship in a Graduate Program with a specialization in college student personnel, higher education, or related fields preferred. Interns must be in good academic standing and have completed at least one year of their graduate program at the start of the internship.
- Strong interpersonal, written and oral communication skills required.
- Possess administrative, organizational, multi-tasking skills, and can work in a fast paced environment.
- Ability to work well independently and as part of a team.
- Interest in Middle East culture or Arabic Language, international travel or experience is preferred but not required.

Selection Process

Review of applications and other overall selection process occurs according to the following timeline:

October 1st	Program details & selection process posted, and applications made available
November 2nd	Deadline to submit complete application materials at midnight EST
November 5th - 22nd	Applications reviewed by selection committee
November 23rd - December 3rd	Only selected candidates contacted for interview by phone or video
December 17th	Finalists notified (once confirmed, all eligible applicants to be informed)

Application Deadline: **Monday, November 2nd, 2015**

Compensation

Compensation for each selected intern includes the following based upon an 8-week experience:

- Fully furnished apartment (shared accommodation)
- Living stipend
- Travel allowance

Interns are responsible for securing their own passport, making all travel arrangements, and securing all health and travel insurance. AUK will assist with securing a visa as required. For more details, please visit the following link: http://www.auk.edu.kw/academics/ip_grad_stud_internships.jsp

“My time in Kuwait and at AUK was a phenomenal experience, both personally and professionally. Participating in intercultural experiences like Ramadan and living in Kuwait for an extended period has deepened my understanding of Middle Eastern culture, both in the Gulf and elsewhere in the region. The perspectives here have been eye-opening in a positive way, and have deepened my awareness of how important family, culture, and hospitality are to the individuals who live in Kuwait. Professionally, I'm better able to comprehend how a culture and higher education system are intertwined and affect each other. Overall, I'm excited that I had the opportunity to participate in this internship, and look forward to share my experience with others.”

Tabetha Maly - 2015 Intern from Kent State University

