COMMUNITY STANDARDS & STUDENT CONDUCT
UNIVERSITY OF WASHINGTON, SEATTLE
ASSESSMENT COMMITTEE STUDENT INTERNSHIP

Community Standards & Student Conduct (CSSC) seeks a full-time undergraduate or graduate student for an academic year-long internship position. CSSC is launching the Academic Integrity and Behaviors survey during the 2018 fall quarter. The survey aims to examine the occurrence of academic misconduct and the perception of academic integrity on our campus. The survey will be distributed to all students and faculty during the fall quarter. This is an exciting research and leadership opportunity. This person will serve on an academic integrity assessment committee as part of the internship. This person must be able to commit to an entire year and attend regular meetings each quarter.

Job Responsibilities of Intern
- Regularly attend committee meetings
- Analyze data at the completion of the survey period
- Create infographics and other visual representations of the data
- Conduct focus groups to gather more information about academic misconduct on campus
- Present findings to student groups
- Promote academic integrity to campus partners
- Research and develop policy regarding academic integrity
- Research and develop academic integrity programs to implement on campus

Qualifications
- Must be a current full-time undergraduate or graduate student enrolled at the University of Washington.
- Demonstrated ability to handle confidential matters with discretion.
- Excellent communication and interpersonal skills.
- Strong organizational ability and time management skills, with excellent attention to detail.

Mission of the Division of Student Life and CSSC
The Division of Student Life is based on a fundamental belief in the transformation of our students, of ourselves, and of society. We accomplish this through an education framework, believing that our work is a critical component of educating the next generation of leaders.

Our work is grounded not only in the values of the University of Washington, but also in the values of inclusiveness, social justice, compassion, service, global citizenship and community.
Community Standards & Student Conduct fosters student learning by promoting student accountability, advancing understanding of responsible citizenship and engaging in opportunities to build campus community. Student accountability is an educational process. The goal is to help students maximize their academic success at the University of Washington. The work of CSSC is grounded in the values of the University of Washington and in the values of the Division of Student Life.

Core Services of CSSC
- Investigate and adjudicate violations of the Student Conduct Code.
- Promote student accountability through cultivating responsible, ethical behavior of the individual student.
- Collaborate with student leaders, student organizations, student government, and local neighborhood associations to advance students' understanding of their role as members of the greater community. Ensure that students are knowledgeable about what it means to be responsible citizens in their neighborhoods.
- Provide leadership and consultation to other units, schools, colleges and departments in working with students of concern and offers resources and support.
- Provide disciplinary checks and Dean's Certifications for students who are transferring to different institutions, planning on traveling abroad or applying for graduate programs.

Compensation
- This is an unpaid internship.
- CSSC will support the intern if they would like academic credit for this position.

Applications Procedure
- Please electronically submit a resume and cover letter outlining your interest. Review of applications will begin immediately. Position open until filled.

Contact Person
Ashlei Tobin-Robertson
Assistant Director
Community Standards & Student Conduct
ashleitr@uw.edu
206.685.6194