

University Ministry
Job Description: Student Immersion Coordinator
Tijuana Spring Breakthrough (March 5-11, 2010)

Responsibilities:

- Recruit students for Tijuana Spring Breakthrough
 - Promote immersion through flyers, posters and other materials
 - Lead informational sessions to inform campus about opportunities and answer questions from interested students
 - Make announcements after student liturgies and be available afterward to encourage students to consider participating
- Assist in selecting immersion participants by reviewing applications
- Attend weekly planning meetings with other student Immersion Coordinators and University Ministers
- Prepare content for and lead preparatory and re-entry meetings
- Assist with the planning of the immersion experience
 - Call community agencies and make arrangements for the group's visits
- Facilitate logistics in Tijuana
 - Maintain contact with agencies
 - Drive vans to and from community agencies
 - Facilitate reflections
- Evaluate immersion program and provide feedback for future immersions

An ideal candidate has:

- Previous immersion experience and previous experience in Tijuana
- Excellent self-awareness
- Strong interpersonal skills
- Willingness to take initiative
- Good rapport with fellow students
- Maturity
- Excellent communication skills (Spanish proficiency is helpful but not mandatory)

Hours: Between 5-8 hours a week for spring semester. Availability for at least two meetings in fall semester.

Immersion Coordinator Application
Tijuana Spring Breakthrough
2009-2010

Name: _____

Current Address: _____

Phone: _____

Email: _____

Major(s): _____ Minor(s): _____

Year: _____

Requirements:

Are you in good academic standing, with at least a 2.5 GPA? _____

Will you be a student at University of San Diego for the entirety of the 2009-2010 academic year? _____

Are you able to dedicate at least 5-8 hours a week to the position? _____

Please answer the following questions and attach to the application.

1. Tell us about yourself and why you would like to be an Immersion Coordinator.
2. Tell us what immersion means to you.
3. How do you understand the relationship between faith and justice?
4. What qualities and experiences make you qualified for the position of Immersion Coordinator?
5. What would you do to ensure the success of the program?
6. What are your time commitments for the spring semester?
7. How would you describe your Spanish ability (i.e., none, a few words, proficient, fluent)? (Spanish proficiency is helpful, but not mandatory.)
8. Please include the name and contact information of one faculty, staff, or community member (e.g. pastor, employer, mentor, etc.) who knows you, knows of your interest in being an Immersion Coordinator, and could serve as a reference. Please inform them that we may be contacting them.
9. Please attach a current resume.

**This application is due Friday, November 20 by noon.
Please submit it to the University Ministry Center, UC 238.
Decisions will be made by Tuesday, November 24**

Questions? Email Erin Bishop erinbishop@sandiego.edu or x4897