Office of International Programs Graduate Assistantships
Global Liaisons

The Office of International Programs (OIP) seeks applications from graduate students with an interest in receiving an assistantship for being a Global Liaison (GL), whose main responsibility will be to promote UNCW’s global initiatives. 20 hours per week. 9-month position.

Some sample duties may include aspects of the following:

I. **Hold information sessions for students within a disciplinary group.**
   - Attend OIP training for conducting information sessions.
   - Schedule sessions in spaces convenient for students in specific disciplines.
   - Show OIP video, which gives a general overview of study abroad.
   - Answer questions. For example, “I am an Art History major. Can you recommend two or three programs that I can review before I make an appointment with a study abroad advisor?”
   - Set up appointments for students with a study abroad advisor.

II. **Plan discipline-specific programs about education abroad.**
   - Organize a panel discussion of study abroad returnees from a specific academic unit on campus.
   - Create a table for interested recreation and tourism majors at the Study Abroad Fair.
   - With faculty permission, visit all history classes for a five-minute presentation on study abroad opportunities.
   - Create a global citizenship contest for marketing students during Intercultural Week.
   - Hold info sessions for faculty-led programs.
   - Assist faculty with promotion of programs.

III. **Set up an international living/learning community for international and domestic students.**

IV. **Assist with facilitation of programming for international students, such as the Host Family Program, the Student Mentor program, and the Conversation Partner program.**

V. **Create a warehouse of lower- and upper-division UNCW equivalencies for courses taken abroad.**
   - Get syllabi for courses taken at host institutions in the disciplines.
   - Meet with a departmental liaison.
   - Review and assign UNCW equivalencies.
   - Meet with departmental advisors to inform them of these equivalencies. For example, every advisors in EVS will know that these courses taken at partner institution Nelson Mandela Metropolitan University (South Africa) or those taken at Osaka Kyoiku University (Japan), will transfer back as EVS ###, ###, ###, and ###.

VI. **Conduct re-entry sessions for study abroad returnees.**
   - Meet with students to assess the academic impact of the experience. In addition to looking at the learning outcomes described below, the liaison will ask students to discuss how, for
example, the immersion experience will them a better teacher, nurse, geologist, creative writer, or social worker.

VII. Create a promotional video for specific global academic or extra-curricular global programs.

VIII. Serve as liaison between OIP and other units on campus such as University College or Admissions.

IX. Assist faculty from various disciplines with research that has global content, such as tracking alumni who have studied abroad and assessing how much that experience affected their professional and personal lives.

The above are merely possible examples. Duties will vary from year to year and be assigned as needs and interests arise.

Other details of the position

- **Amount:** $5500 per semester; $11,000 per year. (Prefer a year appointment.)
- **Start date:** Fall semester 2015 (August).
- **Hours:** 20 hours per week. If a student already has an assistantship that requires 20 hours of work per week, she would not be eligible for a second assistantship. We will work with students to be as flexible as possible re class schedules and other priorities.
- **Priority application deadlines:** Preference given to applications received by April 1 for fall semester and November 1 for spring.

How to apply:

Send via email or surface mail a letter of interest, resume, and list of 3 references.

If applying via surface mail, send materials to:
The Office of International Programs
Friday Annex
UNCW
Wilmington, NC 38403-5965

If applying via email, send materials to:
studyabroad@uncw.edu
Put “Global Liaison Application” as the subject line.

Phone: 910-962-3685
Fax: 910-962-4053