

Position Title: Buckman Center Student Associate – International Students

Job Description: The Rhodes Student Associate – International Students (RSA-IS) at the Buckman Center will assist in planning, program development, and outreach initiatives designed to address the needs and concerns of international students and will assist in evaluating programs, activities, and trends- as they relate to the services and support to international students provided by the Buckman Center.

Position Requirements: The ideal candidate will have studied or lived abroad, possess strong organizational skills and excellent written and verbal communication skills. This position demands the student associate take initiative, solve problems, and work as a member of a team as well as independently.

Position Duties:

International Student Orientation:

The RSA will review the current international student orientation program, making changes as needed, based on the profile of the incoming international class (number of students, country of origin, etc.). The RSA will be a primary contact for these new students and will plan and attend additional events for them throughout the year.

Volunteer Student Program

The RSA will develop and coordinate a volunteer student umbrella program, recruiting individuals as well as utilizing existing student volunteer groups to facilitate the integration of international students into life at Rhodes. The program will have several structured components which will be designed, implemented and monitored by the RSA in order to suit the needs of both the international students as well as the volunteers.

- Online Chat - Volunteers will participate in scheduled chat hours with prospective as well as current international students, answering questions about student life at Rhodes College. This component would be undertaken in consultation and collaboration with the Office of Admissions.
- Conversation Partners— International students will meet for one hour each with their volunteer to practice his or her English speaking skills. No foreign language or tutoring skills are required. However, when possible, the volunteer could practice his/her foreign language skills with the international student.
- Friendship Partners— International students will be matched with a volunteer for the first semester. Frequency of contact may vary, but in most cases, the volunteer will contact the student once a week. This is a casual time and may include dinner, coffee, or an outing together. The volunteer will also assist the international student in becoming involved on campus (intramural sports, service, student groups, etc.).
- Excursions—Scheduled transportation and activities that provide opportunities for shopping, local site seeing, and errands.
- International Coffee Hours—The volunteers will organize and host monthly staff and faculty gatherings to socialize with international students in a casual setting.