

CAMPUS LIFE INTERNS

Objective: Plan and implement campus-wide events that bring about a sense of community among all members of the campus.

Internship Expectations:

- Christian commitment: You are expected to integrate your faith into your role as a Communiversity intern.
- You must have the desire to serve this campus by utilizing your position and creating opportunities for others to get connected to the APU community.
- Participate in Fall training (approximately two and a half weeks before the start of school)
- Participate in Spring staff retreat (first weekend after school starts)
- Work together with other interns to implement Communiversity events.
- Work 5 hours a week in the Office of Communiversity.
- Meet weekly with either the Communiversity Professional Staff and/or the graduate assistants.
- Attend weekly Communiversity staff meetings.
- Work with the Communiversity Professional Staff, the graduate assistants, and the administrative assistant in the implementation and the organization of all contracts, correspondence, budget, and financial paperwork.
- Other duties as assigned by the Communiversity Professional Staff or the graduate assistants.

Office Programming Expectations (for ALL interns):

- Midnight Breakfast (each semester)
- Fall Fest
- Homecoming Events
- Les Femmes
- Spring Dances
- President's Hike
- Last Bash
- Other Communiversity events

Individual Programming Expectations:

Fall Semester

- Coordinate the Annual Homecoming dance
- Hire and supervise the Campus Life Crew
- Coordinate the publicity, ticket sales, securing vendors, etc. for the Annual Les Femmes
- Coordinate the Semi Annual Midnight Breakfast (prize giveaway, inviting faculty, etc.)

Spring Semester

- Coordinate the Semi Annual Midnight Breakfast (prize giveaway, inviting faculty, etc.)
- Execute two dances, one formal, one non formal
- Other events

Other Programming Expectations:

- collaborate with other offices
- proactively seek ways to create opportunities for commuters
- Proactively seek feedback from underrepresented groups on campus (i.e. MEP, ISS, etc.)
- Plan, develop, and distribute all promotion, publicity, and advertisement for Campus Life events, in conjunction with other Communiversity interns.
- Create, select, and chair Campus Life Crew for the purpose of coordinating events throughout the year, and the future Communiversity recruitment.