



Multicultural Center

GRADUATE INTERN

The Multicultural Center strives to advance the mission of Southern Connecticut State University by providing opportunities for students to gain multicultural understanding and to join an inclusive and social environment that appreciates and respects the uniqueness of each individual.

A primary task of the Multicultural Center is to develop programs and activities that highlight cultural diversity with the aim of increasing intellectual awareness, understanding, and appreciation. The Graduate Intern works closely with the Coordinator of the Multicultural Center to promote diversity in the classroom, residence halls, and social spaces to create a welcoming and inclusive environment for students, faculty and staff from varying backgrounds, races, ethnicities, cultures, religions, sexual identities, and socio-economic statuses. The Coordinator for Multicultural Affairs and the student staff look forward to the hiring of a person who is knowledgeable of social justice and diversity issues, capable of assisting with planning, developing, implementing and coordinating programs and activities. This is an 10-month position.

Position Responsibilities

- Initiate, plan, and implement collaborative programs with other academic departments, student organizations, and campus offices under the direction of and in consultation with the Coordinator for Multicultural Affairs.
- Assist the Coordinator with selecting, training and supervising the student diversity coordinators.
- Assist with supervision of the Multicultural Center's staff, Multicultural Study Lounge and general operations of both areas.
- Works closely with the Graphic Designer and other student staff of the Multicultural Center in the creation of publicity for its program and activities, and oversees the program updates on the MCC website, Instagram and twitter, Owl Connect, University Calendar, and Reach (TV Screens).
- Assist the Coordinator in planning and promoting large-scale events such as Martin Luther King Jr. Celebration, Hispanic/Latino Heritage Month, Cultural Fest, Lunar New Year Celebration, and the annual Heritage Ball, Social Justice Retreat and Social Justice Month.

- Serve as a liaison to the multicultural and faith groups affiliated with the Center.
- Assist the Coordinator with supervision and maintaining the Multicultural Leadership Council.
- Develop and implement innovative programming that supports and strengthens the mission and values of the Multicultural Center.
- Researches additional sources of funding, and student affairs current trends for programs and activities in the profession.
- Contributes to: program set up, and disseminates communication media that inform the University and wider communities of the program and activities of the Multicultural Center.
- Perform other duties assigned

Qualifications

- Team player, energetic, computer oriented, quick learner, people person, organizational skills, attention to detail, multi-tasked, trainer
- Bachelor Degree and pursuit of master's degree required: experience designing diversity and social justice programming and working with a diverse population preferred; knowledge of current issues of multiculturalism, diversity, and race and ethnic group relations necessary; some supervisory skills and experience strongly recommended and preferred.