



## UTeach Dallas Intern Application

**Job Title:** UTeach Dallas Intern

**Dates Available:** Fall/Spring 2023-24

**Hours and Pay:** Up to 20 hours per week, \$13 per hour

### **SME Intern Purpose:**

UTeach Dallas interns work with SME professors on special projects from Engineering to Astronomy to Calculus and more to add in a student perspective and to assist with the educational side.

Read the specific job posting and details clearly.

Interns need to be Self-Motivated, Responsible, Punctual, and Able to problem solve if situation warrants it.

Students are expected to meet with their professor(s) and work with them on a schedule for the semester/breaks.

### **Internship Qualifications/ Requirements:**

1. Must have completed Step 1 and Step 2 (*can be enrolled in S2 at time of application*)
2. Must be planning to continue with the UTeach Dallas program.
3. Must have an overall cumulative **GPA of 2.75 or above.**
4. Must commit to working Fall/Spring 23-24
5. Interns must attend their UTeach Dallas classes on any day for which they claim internship hours. It is **NOT** acceptable to be too sick for class, but well enough to work on the same day.

Questions? Contact Dr Kim Distin @ [kimd@utdallas.edu](mailto:kimd@utdallas.edu)

**Return this form to Kim Distin's mailbox in FN 3.218.**



Name: \_\_\_\_\_ UTD ID: \_\_\_\_\_

UTD Email: \_\_\_\_\_ phone: \_\_\_\_\_

Classification: \_\_\_\_\_ Ethnicity: \_\_\_\_\_ Major: \_\_\_\_\_

Expected Graduation Date: \_\_\_\_\_ GPA: \_\_\_\_\_

Are you in your first two years at UTD? \_\_\_\_\_ Seeking which certification? \_\_\_\_\_

Have you had an internship with UTeach in the past? If so when/where? \_\_\_\_\_

Do you have another job on campus? Y or N

If yes, you cannot have two jobs on campus- unless they are both in our dept, you will need to make a choice.

Have you previously worked on campus? Y or N If Y, when & where? \_\_\_\_\_

Intern position Applying for? \_\_\_\_\_

## DO NOT START WORK UNTIL YOU HAVE RECEIVED AN EMAIL FROM UTD WITH YOUR APPROVED START DATE.

- ❖ Attach a copy of your class schedule, including other job hours, meeting dates, and/or any other conflicts with working. PLEASE make it very clear when you are AVAILABLE TO WORK.
- ❖ Once Approved for the Position
  - You **must** complete a background check form. Once that is approved you will meet with the Career Center to complete HR paperwork, bring your **Social Security card** and **Driver's License/ Government ID** with paperwork then. Once all paperwork is processed you will be eligible to work.

## UTeach Dallas Course Schedule

Please list the semester and year you completed/intend to take each of the following UTeach Dallas courses:

Step 1	_____
Step 2	_____
Knowing and Learning	_____
Classroom Interactions	_____
Perspectives	_____
Research Methods	_____
Math Modeling*	_____
Project Based Instruction	_____
Apprentice Teaching	_____