

Q1. Thank you for your interest in becoming a CSA Field Experience or Internship Site. Please review the information below about the difference between Field Experiences and Internships.

CSA Field Experience: CSA Field Experience students work 8-10 hours per week for the duration of the 15 week semester and receive 3 course credits for their work. Fall and Spring placements are usually unpaid and summer placements are usually paid. Students typically work on projects that will aid them in their learning, growth, and development as student affairs professionals. Field placement supervisors are responsible for creating a contract that describes the specific projects the student will work on over the course of the semester. Supervisors are also responsible for meeting with the student once per week and evaluating their performance at the end of the term. As a field placement site, you are permitted to take on more than one field placement student at a time.

The process to interview students for a Spring Field Experience placement is overseen by the CSA program. Students will interview with internship sites virtually during the month of October and a matching process will be conducted. Students who are interested in a Summer or Fall placement secure their own field experience by outreaching to field experience sites they are interested in working with.

You can learn more about field placements and view examples of job descriptions at other sites here: <http://csafieldexperience.weebly.com/>.

CSA Internship: CSA internships are a two-year commitment. Students work approximately 20 hours per week and are compensated with (1) Rutgers GSE tuition remission for full-time study at the in-state rate, (2) summer tuition for 3 credits, and (3) a stipend of at least \$10,000 per academic year. To become an internship site, you must create a job description that includes information about the work the student will undertake over the course of two years. Students must engage in work that will aid them in their learning, growth, and development as student affairs professionals. All internship sites are required to take part in our interview days process which occurs each year in February. You can find samples of job descriptions for internship sites on our Interview Days website: <https://csainternships.weebly.com/>.

Q2. Are you interested in becoming a CSA Field Experience Site and/or a CSA Internship Site?

- Yes, I am interested in becoming a Field Experience Site
- Yes, I am interested in becoming an Internship Site
- Yes, I am interested in becoming both an Internship and Field Experience Site
- No, I am not interested in either

Q3. Name of Field Experience Site:

School of Engineering, Honors Academy

Q6. Please complete the following questions about the Field Experience Site Supervisor.

Q4. Name of Field Experience Site Supervisor:

Jean Patrick Antoine

Q5. Job Title:

Asst Dean of Enrichment Programs

Q9. Email Address:

antoine@soe.rutgers.edu

Q7. Work Phone Number:

848-445-5053

Q10. Campus Address:

Engineering Bldg, Busch Campus, Office 114A

Q11. Please list the degree, field of study, and conferring institution for each degree you hold:

BS, Electrical Engineering, Rutgers University MS, Software Engineering, Penn State

Q12. Do you currently supervise full-time professional staff?

Yes

No

Q13. Have you supervised full-time professional staff in the past?

Yes

Maybe

No

Q14. Number of field experience students sought:

- 1
- 2
- 3

Q16. Please provide a brief description of your field experience placement site:

The Engineering Honors Academy (EHA) is based in the Engineering Building, Rm 114A on Busch Campus with our office acting as the Honors Hub. Dean Antoine fosters a sense of openness and community with all welcome in The Hub. Events are often held on the Busch campus engineering buildings or the Barr dormitory, the EHA designated dorm.

Q17. Please list or describe the mission, vision, and goals of the field experience placement site.

The Honors Academy is designed to challenge, inspire, and support a select group of highly self-motivated engineering students who demonstrate remarkable academic ability, enthusiasm, intellectual curiosity, and a clear potential to make a difference as engineering leaders.

Q18. Please describe the expected student learning outcomes for your site (i.e., by the end of the field placement, students will....).

- Clear understanding of the role and need for a program dedicated to high achieving students - Ability to create plan for enhanced visibility of a specific program amid a large university - Ability to plan and oversee events and programs including event space, budget, advertising and supplies - How to plan and execute training for student leaders

Q19. The student will be expected to complete a project during their placement at your site. Professional staff in the agency, other than the site supervisor, may supervise the student in the project. Please list two or three possible projects so that the student can have some idea of what they might be working on while completing their field experience at your site. It is understood that actual projects may differ from those described here. In listing the projects, please specify who would be supervising the work of the field experience student.

Field experience projects should:

A.Enhance the student's knowledge or skills of the practice of student affairs;

B.Be consistent with the mission, vision, and goals identified by the field experience site and

C.Be useful to the site supervisor and their unit.

- Connect with current SoE recruitment teams to enhance EHA presence - Create campaign to increase EHA profile at college selection events such as college fairs, engineering specific events (women in engineering and Rutgers events (Rutgers Day, campus tours) - Train and advise student envoys on creating/implementing semester wide community enrichment events for EHA students - Governor's School for Engineering & Technology interview & hiring process for research teaching assistants (summer program counselors)

Q21. Please indicate the time frames when you might expect a student to be present at your site. Would you want the student to begin before the semester begins or to extend beyond the end of the semester? Would you expect evening or weekend hours? Do you have a preference for days of the week when the student would be present? Is remote work available?

8-10 hours a week during normal business hours with occasional after hour events or off-campus recruitment events

Q22. Please present a list of selected readings that you might assign to a student as part of their learning contract.

Heath, C., Heath D., (2017) The Power of Moments, Why certain experiences can have extraordinary impact Brafman, R., Brafman, O., (2010) Click: The Forces Behind How We Fully Engage with People, Work, and Everything We Do

Q23. Do you have any questions about becoming a field experience site?

Not at this time.

Q21. Name of Internship Site:

This question was not displayed to the respondent.

Q24. Please complete the following questions about the Internship Site Supervisor.

This question was not displayed to the respondent.

Q25. Name of Internship Site Supervisor:

This question was not displayed to the respondent.

Q26. Job Title:

This question was not displayed to the respondent.

Q28. Email Address:

This question was not displayed to the respondent.

Q29. Work Phone Number:

This question was not displayed to the respondent.

Q30. Campus Address:

This question was not displayed to the respondent.

Q31. Please list the degree, field of study, and conferring institution for each degree you hold:

This question was not displayed to the respondent.

Q32. Do you currently supervise full-time professional staff?

This question was not displayed to the respondent.

Q33. Have you supervised full-time professional staff in the past?

This question was not displayed to the respondent.

Q34. Number of interns sought:

This question was not displayed to the respondent.

Q35. Please upload a proposed internship job description. For examples of CSA internship job descriptions, please visit <https://csainternships.weebly.com/open-internships.html>. Once your proposed job description is received, a meeting will be scheduled between the intended site supervisor and Dr. Brescia. Please note, submissions received during the summer, winter, or spring break will be reviewed as soon as classes resume.

This question was not displayed to the respondent.

Q36. Do you have any questions about becoming an internship site?

Location Data

Location: ([40.5511](#), [-74.4606](#))

Source: GeolIP Estimation

