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

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
  o 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