CAHC 211 TEACHING INTERNSHIP INFORMATION

CAHC 211-Career Planning Overview:

CAHC 211 presents career development and career decision making as lifelong processes. Instructors focus on the relationship of individuals to their work. Throughout the course, students are provided opportunities to practice decision making and application of learned skills to personal, academic, and career planning.

Duties:
- Teach one or two sections of CAHC 211 - Career Planning
- Attend weekly instructor’s meetings Tuesdays 4:45-5:45pm to review class activities and discuss relevant topics as well as problems (Internship supervision meets alternating Tuesdays 6:00-8:40pm)
- Hold an on-campus, office hour for a total of one hour per week
- Participate in enhancing CAHC 211 (e.g. course revisions, creation of class activities, etc.)

Qualifications:
- Completion of CAHC 511 or its equivalent
- Interest in career counseling
- Ability to relate well to diverse undergraduate students
- Experience teaching or career counseling (preferred but not required)

Benefits:
- Earn internship credit for the number of hours spent working with CAHC 211 (up to 200 hours total including up to 50 direct service hours)
- Receive support, skills, and empowerment in order to be effective in the classroom
- Use prepared curriculum, lesson plans, and resource visits
- Enhance your resume and professional experience

Application:
- Complete a CAHC 211 Teaching Application, available on Tk20 Student Data System: https://ceduniu.tk20.com/campustoolshighered/klogin_menu.do
• Submit completed applications by:
  March 20 for Fall
  October 20 for Spring
  (late applications will be accepted if space is available)

• Interviews will be conducted in April and October

For more information contact:
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