Maynooth Student Associate Internship for Enhancing Digital Teaching and Learning in Irish Universities

Maynooth University is currently seeking to recruit a University Student Associate Intern from for the project: Enhancing Digital Teaching and Learning (EDTL) in Irish Universities. The internship will begin immediately and is for a term of 6 months in the first instance.

This is a part-time position, 15 hours per week, at a rate of €13.91 per hour. The IUA and Maynooth University partners will aim to be as flexible as possible in relation to working arrangements. Under current restrictions, the role will initially involve working from home. Actual hours per week may vary, depending on project activity, but it should balance out at no more than 60 hours per month.

Enhancing Digital Teaching and Learning in Irish Universities is a project co-ordinated by the Irish Universities Association (IUA) and funded through the Higher Education Authority Innovation and Transformation Programme, aimed at enhancing the digital attributes and educational experiences of Irish university students.

This is an excellent opportunity for the right candidate to expand their understanding of digital capacity in teaching and learning in Irish universities and the direct impact its future development will have on students and the student experience. Working alongside the rest of the project team, both in Maynooth University and across the universities, the successful candidate will play a key role in bringing the student voice to the project activities and communications.

The Role

The university student associate intern will report directly to the Maynooth University EDTL project lead and indirectly to the IUA project manager.

The activities of the university student associate intern will include:

- Acting as a member of the Maynooth EDTL project team, including attending and contributing to local project meetings and activities, under the direction and supervision of the Maynooth project lead;
- Liaising with Maynooth EDTL project team members, student union representatives, and other groups who contribute to student digital skills development on campus as appropriate (e.g. library, Access Office);

- Liaising with the EDTL project team and the IUA project manager;
- Running and contributing to student-led social media for the project, in collaboration with the IUA student associate intern, other university student associate interns, students involved in local project activities, student unions and campus student digital champions;
- Supporting the development of resources and activities aimed at developing students' digital skills.
- Contributing to project communications, including podcast/video recording, presenting at events or panel discussions, provide comments for the media;
- Supporting the activities of the Maynooth EDTL project team and the IUA project manager.

A University Student Associate Internship Learning Contract will be drawn up between the student and the IUA, and shared with the Maynooth EDTL project team, to ensure clear expectations are set and that the partnership is beneficial to all parties.

Key Attributes

The candidate should satisfy a number of ESSENTIAL criteria:
- Be enrolled as a student in Maynooth University
- Be able to commit to working 15 hours per week on the project
- Have a strong interest in the use of digital tools and technologies in teaching and learning in Irish universities

The candidate should also aim to satisfy the following DESIRABLE criteria:
- Demonstrable leadership skills
- Good organisational skills
- Strong written and oral communication skills and the ability to communicate effectively with both students and management in higher education

Contract details

This is a part-time position, 15 hours per week, at a rate of €13.91 per hour. The IUA will aim to be as flexible as possible in relation to working arrangements.

This is a fixed term internship, beginning immediately, and for a term of 6 months in the first instance, subject to meeting on-going performance requirements. The role may require some travel within Ireland, subject to COVID 19 restrictions. All reasonable and pre-approved travel costs associated with the internship will be covered by the IUA.

Project Information

EDTL Project Website: https://edtl.blog/

Maynooth University EDTL Project Website: https://www.maynoothuniversity.ie/dean-teaching-learning/edtl

Application Process

Applicants should email their CV and a Cover letter to:

Dr Morag Munro

Maynooth University EDTL Project Lead

Maynooth University

morag.munro@mu.ie

Closing Date: **5pm on Friday 24th September**.

It is anticipated that Interviews will take place on 30th September, with the successful applicant commencing their role as soon as possible thereafter.