

SA EUROPE

SEMESTER ABROAD

A DIRECTED INDEPENDENT STUDY & TRAVEL PROGRAM

GROUP LEADER: TERM, DUTIES AND QUALIFICATIONS

Term for SA: Europe Group Leader

Group leaders in the UW-River Falls SA: Europe program should be available to lead a group to Europe every four to six years. A group leader assists with the program year round, including off years when not leading a group. A new group leader may be the assistant group leader in Paris but would not be expected to lead a group during the first spring of involvement with the program.

Description of Duties

- I. Make preparations.
 - A. Recruit students for the program.
 - B. Lead the orientation sessions during the spring preceding the trip (14 2-hour sessions).
 1. Help the students prepare a research project or internship.
 2. Orient them to travel in Europe.
 3. Prepare them to be culturally sensitive travelers.
 4. Systematically address health and safety issues.
 - C. Assist students with finding accommodation in Europe.
 - D. Book travel and stays in Paris and Levanto, Italy; collect money.
 - E. Keep in contact with students through the summer.
 - F. Hold a mid-summer meeting in River Falls.
- II. Accompany the group to Europe.
 - A. Meet daily with the group during the Paris stay.
 - B. Visit students on site during the research/internship period.
 - C. Keep in regular contact with students through email.
 - D. Hold a mid-semester meeting in Levanto, Italy.
 - E. Receive and evaluate two progress reports from students.
- III. Evaluate the students upon their return.
 - A. Hold two post-return meetings.
 - B. Collect project/internship papers and direct them to project/internship advisors.
 - C. Collect papers addressing Multidisciplinary and Global Perspectives requirements.
 - D. Grade students on their performance (six elective credits).
- IV. Keep records of all of the above.

Involvement in the program involves year-round commitment, even during years that one does not accompany the group. For example, when one person is in Europe in the fall, the other person(s) must maintain publicity for the program, including participating in the Study Abroad Fairs and other similar events, and hold at least one preliminary meeting during Fall semester. Off-year group leaders also advise any students who are interested in participating in the program.

Qualifications

I. Experience

- A. Significant European (or other foreign) travel
- B. Working knowledge of at least one Continental European language is highly desirable
- C. Broad academic background and/or diverse interests
- D. Current knowledge of European travel details

II. Personal qualities

- A. Good rapport with students
- B. Highly responsible and mature
- B. Patient
- C. Optimistic outlook
- D. Good sense of humor
- E. Energetic
- F. Flexible
- G. Team player

III. Level of commitment

- A. Willing to be involved in the program for repeated trips
- B. Willing to use many office hours talking to prospective and returning students
- C. Willing to be away from home for three and a half months on a regular basis
- D. Able to work as part of a team with other group leaders, maintaining contact with the team and the program during "off" years

The program provides support during the period abroad for reasonable, non-luxury travel expenses. Academic salary also continues to be paid.

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