

# We are Hiring

Join our team in one of the best places to live!



## THE UNIVERSITY

Edgewood University is a small private, Dominican Catholic college located in Madison, Wisconsin that strives to provide a personalized education and support students' academic and personal success.

## THE DIVISION

The Division of Student Development supports and challenges the whole student in order to foster and deepen their lifelong learning. The relationships we build, the community we nurture, the care and empathy we extend, and the belonging we cultivate, promote this holistic growth.

## THE OFFICE

The Office of Residence Life staff at Edgewood University fosters a welcoming and safe environment which supports students' personal and academic success. Through the living experience, we educate residents to be responsible community members in learning that is reflective of the five Dominican values: Truth, Compassion, Justice, Partnership, and Community.

**TRUTH**

**COMMUNITY**

**JUSTICE**

**PARTNERSHIP**

**COMPASSION**

# Residence Life Summer Intern

Division of Student  
Development:  
**Helping You Learn,  
Grow, and Thrive.**

## ABOUT THE INTERNSHIP

Edgewood University's Residence Life Summer intern will be an integral member of our Residence Life and Dean of Students Office summer professional staff and 1 to 2 summer student staff members. General expectations include assisting with housing operations, training preparations and summer events. In addition, if the Intern is interested, they may also gain experience within the New Student Orientation area. The remuneration is a \$3000 stipend, housing and other role related items like attire, workspace and limited funds for groceries.

## DUTIES & OPPORTUNITIES

- Assist in planning Fall Training for the Residence Life Student Staff
- Assist with Residence Life responsibilities including: Tour Tuesdays, summer communication with residents and their families
- Lead planning and help execute the Summer Social
- Help with revisions to the Residence Life Community Development Model
- Serve as a contact for questions related to housing operations
- Work in collaboration with the NODA Intern on Orientation
- Additional duties to be determined based on the interests of the successful candidate
- Assist with the expansion of assessment of student learning outcomes
- Plan for and help facilitate check-out process for summer residents
- Other duties as assigned

To apply, visit  
<https://bit.ly/4bhsgcp>



# Madison, WI



EDGEWOOD  
UNIVERSITY

Join our team in one of the best places to live!

## THE AWARD- WINNING CITY OF FOUR LAKES

“What happens when you combine a lake-city-lake landscape with sunshine and longer days? You get the perfect summer getaway destination. Summer in Madison is packed with big adventures, farm-fresh food, outdoor festivals and a whole lot more.

Being one of two cities on an isthmus makes it a breeze to shift from outdoor fun on the lakes to downtown life in minutes. That means kayaking, patio dining, biking, shopping, live music and museums all within reach”

[visitmadison.com](http://visitmadison.com)

## HIGHLIGHTS

- Easy-to-use public transportation
- Bike trails around the city
- Fun events throughout the year: Brat Fest, Taste of Madison, Concert on the Square, and more
- America’s largest producers-only farmers’ market
- Art and history museums and exhibits
- Outdoor activities for everyone
- Food trucks and fun dining locations
- Overture Center for the Arts
- and more!

**BEST  
PLACES**

& WORLD REPORT  
**U.S. News**

TO LIVE