Háskólasetur Vestfjarða
University Centre of the Westfjords

SIT Study Abroad
a program of World Learning

Wanted: Program Assistant for SIT Summer Program 2015

The University Centre of the Westfjords and the School for International Training (SIT), Vermont, USA are looking for someone to act as a program assistant for a field school group in June and July 2015.

Duration of the program in Iceland: June 16 – August 3

This will be the 9th SIT group that we welcome to Iceland. Students (mostly undergraduate) are enrolled in a cross-disciplinary summer program in renewable energy sciences (see the SIT program web page for further information http://www.sit.edu/studyabroad/features_ice.cfm?cp=2013SSU). Approximately 23 students will spend almost 7 weeks in the country, three here in the Westfjords, of which the students will spend two with local families.

The Academic Director (AD) is Astrid Fehling who started as an assistant to the program herself in 2013 and took on the rule as the AD in 2014. She will be the main person responsible for the program this summer, but needs an assistant.

The program assistant works closely with and reports to the AD. S/he has a variety of functions and responsibilities that fall into 3 main categories: academic, administrative and student welfare. **The assistant needs to be flexible and prepared to be available 24/7 if needed**.

We are looking for a person with an academic background who can match this program, whether a graduate in environmental studies/management, economics, engineering, etc. We would prefer if this person is able to tend do academic work, such as to give the odd lecture, read over student assignments etc.

The main working period would be in June and July but some assistance and input will be required prior to the program.

Pernilla Rein, project manager at the University Centre acts as a co-ordinator for the Westfjord part of the program. The assistant will work closely with Astrid, but also with Pernilla.

We would like to find someone for the job ASAP. Don´t hesitate to get in touch with us!

Astrid, astrid.fehling@sit.edu or Pernilla, pernilla@uwestfjords.is