DATE: February 28, 2014

TO: Deans, Chairs, and Directors of Academic Departments/Programs at UW-Madison

FROM: Daniel K Gold, Director, International Academic Programs (IAP)

RE: Resident Director for 2015-16 Academic Year in Freiburg, Germany

International Academics Programs (IAP), a unit of the Division of International Studies, is accepting applications from faculty who wish to serve as the Resident Director for the Academic Year in Freiburg (AYF), Germany study abroad program during the 2015-16 academic year. Please circulate this announcement among your faculty and encourage those interested to apply.

**Application deadline is March 28, 2014**

The University of Wisconsin-Madison, in equal partnership with the University of Michigan, Michigan State University and the University of Iowa, sponsors an academic year study abroad program for undergraduate students at Albert-Ludwigs-Universität in Freiburg, Germany. Approximately 35-50 students enroll each year. Students are housed in university dormitories and the program maintains an office in Freiburg to support students in various ways and help them to benefit as much as possible from their year in Freiburg. The four institutions alternate in providing the Resident Director (RD) and the consortium will be seeking a 2015-16 RD from UW-Madison.

The AYF program offers students the opportunity to improve fluency in the German language while taking a combination of program classes and regular German university courses. The program begins with a one-month orientation period consisting of an intensive German language course and sessions designed to acclimate students to life in Germany. During the academic year, students take courses specifically designed for AYF program participants as well as regular courses at the Albert-Ludwigs-Universität, Pädagogische Hochschule (University of Education), or Sprachlehrinsitut (Language Teaching Institute). AYF program classes include courses on German language, literature, and linguistics, as well as courses dealing with German and European history and society. The AYF program classes are taught in German by experienced local instructors and the Resident Director. The program also arranges academic internships for interested students during spring semester with a variety of local companies and organizations.

The RD serves as the academic advisor and general counselor to participating students and supervises all operations of the on-site program, including the office staff. A full-time, on-site Associate Director provides administrative support for the AYF program. The RD must be available for regular office hours and in cases of emergency or non-academic student difficulties.
The RD teaches a course for the program students, in German, during the fall semester. The RD also oversees and teaches the AYF academic internship course during spring semester. The RD communicates regularly with the home campuses informally and through formal program reports. The RD also must work effectively with the Albert-Ludwigs-Universität faculty and administration.

The RD will assist IAP with marketing efforts for the program at the UW-Madison. In addition, the RD will participate in the pre-departure orientation sessions for each campus’s program participants by teleconference or Skype.

This is an eleven-month appointment, with the RD arriving mid-August and remaining in Freiburg until mid-July. Important requirements for this position include fluency in the German language, research or related experiences in Germany, a demonstrated interest in international education and the ability to work effectively with undergraduate students. Preference is given to tenured faculty.

The RD remains on his/her department’s budget while in service, receiving regular academic salary and fringe benefits. Replacement costs are not provided. Therefore, the department must concur in granting the director leave during the term of service.

For the UW-Madison RD, IAP will provide the following:

- Round-trip, economy-class airfare, associated ground transportation, and expenses for an orientation visit to the program site in Freiburg for 3-5 days during spring semester 2015;
- One round-trip, economy-class airfare and associated ground transportation between your home and airports at the program site for the program year;
- A furnished apartment in the Studentensiedlung, which includes payment of the monthly rental including the basic charge for utilities and a parking space, as well as the basic monthly rental for the telephone, modem, and cable TV hook-up;
- Summer salary and fringe to a maximum of $15,000;
- Shipping costs of up to $1,000, which can include forwarding of business mail and/or excess baggage allowance;
- Visa fees and/or arrival taxes; and
- CISI health insurance coverage for the duration of the appointment.

Interested faculty should submit electronically a letter of interest, curriculum vitae, and two course proposal (one or two paragraphs for each will suffice) to IAPsearch@studyabroad.wisc.edu by the deadline.

Questions about the position can be addressed to Dan Gold, IAP Director, at dkgold@studyabroad.wisc.edu.