DATE: April 4, 2018

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

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

RE: Program Leader Position for the UW in Paris Program during Spring 2019

International Academic Programs (IAP), a unit in the International Division, is accepting applications from faculty who wish to serve as Program Leader (PL) for the UW in Paris study abroad program during spring semester 2019. Please circulate this announcement among your faculty and encourage those interested to apply.

Application deadline is April 27, 2018

Located in the heart of Paris, in the lively Sentier neighborhood in the 2nd arrondissement, the UW in Paris program is designed to capitalize on the rich artistic and cultural resources of the city of Paris. The academic program is dedicated to offering undergraduate students high-quality education across an array of disciplines using the dynamism of Paris to enhance the classroom.

The program is administered in cooperation with CIEE, a non-profit educational organization that has been designing and administering innovative educational programs abroad since the late 1940s. CIEE staff will handle the on-site administrative oversight of the program (including activities, excursions and housing matters) and also provides instruction.

The UW in Paris program offers a selection of courses taught by UW-Madison faculty alongside a suite of courses offered by the program provider, CIEE. The program can accommodate students with or without prior French training. Courses are available in both French and English. CIEE courses follow a number of distinct academic tracks including Business, Communications, Journalism & New Media, Global & Community Health, International Relations & Political Science, Language, Literature & Culture and Sustainability & Environmental Sciences. Students are asked to select their track during the application process, but are able to select courses from the full array of offerings, as well as elect to take a direct enroll course at a local university. 10-20 UW-students are expected to enroll in the program, though CIEE hosts roughly 50 students from campuses across the United States who will be concurrently enrolled on site. Course options listed at: https://www.ciee.org/go-abroad/college-study-abroad/programs/france/paris/open-campus

The program is divided into three 6-week blocks and students enroll in two 3-credit courses per academic block. Due to the intensive nature of the block system, two courses per block is considered a full-time academic load and all students are required to maintain full-time status.
The program curriculum is as follows:

- **Block I:** One 3-credit, 45 contact hour course, taught by the UW-Madison PL. This course will be taught in English (though the PL should feel free to add French language content to either course specifically for those students with prior language training as possible) and aim to increase students’ cultural competency and cross-cultural communication while using the curriculum to engage with the city of Paris. Students will enroll in one additional CIEE-taught course.

- **Block II:** Students will enroll in two CIEE courses, including an optional internship or service-learning experience. The UW-Madison PL will develop and lead a 1-credit UW-only experiential course for a total of 15 contact hours which student will participate in, in addition to their CIEE courses.

- **Block III (optional for the students):** Participating students will enroll in two CIEE courses, including an optional internship or service-learning experience. The UW-Madison PL will actively engage with and advise students during this block while continuing to participate on CIEE sponsored activities and excursions.

In addition to the teaching listed above, the PL will assist the on-site staff with academic and non-academic issues that may come up in the course of the semester, particularly in recommending out-of-class activities and excursions for the participants that complement the coursework and interacting with students outside of the classroom to maximize their experience. The PL is expected to be available to program participants, participate in the CIEE study tour in each of the three blocks, and actively engage in student advising and support throughout the program. The PL is also responsible for assisting IAP with marketing and recruitment efforts for the program, as well as for participating in the pre-departure and on-site orientation sessions for participants. After the program completion, the PL will submit a written report and assist IAP with program planning and development efforts for future years of the program.

The PL is expected to be on-site in Paris from early-January through mid-May and will participate in all program events and activities. Important requirements for this position include a demonstrated interest in international education, and the ability to work effectively with undergraduate students. A working knowledge of French language is required, fluency preferred. Priority will also be given to tenured faculty.

Faculty members remain on their departmental budgets while teaching, receiving regular academic salary and fringe benefits for the semester. Replacement costs are not provided; the department must concur in granting leave to the participant.

For the UW-Madison Program Leader, IAP will provide the following:

- One round-trip, economy-class airfare and associated ground transportation between your home and airports at the program site;
- Housing in a 1-bedroom apartment provided by CIEE;
- A shipping allowance of $500, which can include forwarding of business mail and/or excess baggage charges;
- Visa fees and/or arrival taxes; and
- International health insurance coverage for the duration of the appointment.

Interested faculty should submit electronically a letter of interest, curriculum vitae, and two course proposals (one or two paragraphs for each will suffice detailing the 3-credit and 1-credit course plans) to Nikki Davis, IAP Associate Director for Program Management (ndavis@studyabroad.wisc.edu) by the deadline.

Additional information about the program can be found at: http://www.studyabroad.wisc.edu/programs/program.asp?program_id=15

Questions about the position can also be addressed Nikki Davis at: ndavis@studyabroad.wisc.edu