



INTERNSHIP OPPORTUNITY WITH THE FACULTY OF SHARIA UIN MAULANA MALIK IBRAHIM MALANG SUMMER 2018

POSITION: English Instructor – Faculty of Sharia, UIN Maulana Malik Ibrahim Malang

LOCATION: Malang, Indonesia

DESCRIPTION OF THE HOST ORGANIZATION: The Faculty of Sharia (FS) is located in Campus 1 of UIN Malang. FS endeavor to meet the demands and needs of the people towards the Islamic higher education which aims to provide supplies to prospective scholars on Islamic law. Moreover, the purpose of the establishment of the Faculty of Sharia is to create Ulama and Islamic Law graduate who have moderate view in understanding Islamic law. In line with the mission of UIN, the faculty aims to become an internationally recognized faculty. The Faculty offers programs in Islamic Family Law/al-Ahwal al-Syakhshiyah (AS), Islamic Business Law/Hukum Bisnis Syariah (HBS), and Constitutional Law/Hukum Tata Negara (HTN). In addition, both AS and HBS departments offer an International Program, wherein courses are held in English and are taught by internationally educated lecturers and professors. Students of the International Program compete in debates with other universities, and are often invited to join international conferences held in Indonesia.

INTERN'S DUTIES & RESPONSIBILITIES:

The intern may work under the supervision of the Dean of the Faculty in coordination with the administrative staff, and lecturers of the Faculty. The intern will be holding an English class for the students of the International Relations Department. This program's curriculum is in English, taught by internationally educated lecturers and is designed for students who already have Intermediate English skills. The English class held by the intern should be focused on improving their skills, especially those relevant to AS, HBS, and HTN. The intern may also be asked to teach Basic English to the administrative staff, and Intermediate or Advanced English to lecturers of the Faculty. Moreover, the intern may also need to edit memos, papers, and lecturers' articles, and also hold workshops (Public Speaking, Academic Writing, and/or Research Proposal) for students and staff.

Interns' duties and projects may not be as listed. These will depend on the needs of the host organization.

HOST ORGANIZATION REQUIREMENTS:

- Excellent oral and written English
- Enjoy teaching
- Good computer and/or technical skills; information technology and information management
- Familiarity with Indonesian and Islamic culture and customs
- Adaptability
- Good Interpersonal skills

The intern's duties and projects may not be as listed. These will depend on the needs of the host organization.

HOURS: Full-time, normally 35-40 hours per week. Monday to Friday

REMUNERATION: If the internship is unpaid, successful applicants may be eligible to apply for Faculty of Arts Internship Awards.

HOW TO APPLY: Students must complete the online Arts Internship Application Form available on the AIO website www.mcgill.ca/arts-internships

Application Deadlines:

International internships: November 20, 2017. Canada & US internships: January 29, 2018

All internships will run from end of April 2018 to June 8th, 2018

ELIGIBILITY:

- McGill Faculty of Arts student completed 60 credits
- Minimum CGPA of 2.7
- Returning to McGill in the fall following the internship
- Students must fulfill Faculty of Arts requirements as outlined in the Handbook for Interns

COSTS: The intern is responsible for all costs associated with the internship including transportation, accommodations, etc.

TRAVEL ARRANGEMENTS: Preparing travel arrangements to and from the internship host community is the responsibility of the intern.

ACCOMMODATIONS: Finding suitable lodging during the internship is the responsibility of the intern.

Please Note:

Only short-listed candidates will be contacted. At that time, you may be asked to come in for an interview. The Arts Internship Office will then transmit the selected applications to the host organization, which will ultimately be responsible for the selection of the candidate(s).

If you feel you have experienced barriers which have had an impact on your academic performance and wish to highlight these to the selection committee, the documents/comments will be taken into consideration..

WORKSHOPS:

Successful candidates are required to attend the following sessions:

- Faculty of Arts Interns Meeting (All internships)
- Cross-Cultural Workshop (Internships outside of Canada, the U.S & Europe)
- Interns Responsibilities and Guidelines
- International Travel Pre-Departure Session (Internships outside of Canada, the U.S & Europe)
- International Internship Debriefing Session (Internships outside of Canada, the U.S & Europe)
- Success in a Professional Environment (Internships in an office setting)

HEALTH AND SAFETY:

All applicants should consult the Global Affairs Canada Travel Reports for the internship host country prior to applying for this internship. http://www.voyage.gc.ca/countries_pays/menu-eng.asp

Traveling, living and working abroad can involve certain risks to your health and safety that differ from your home country. These may include: crime, political/social instability, tropical diseases/infections, extreme weather conditions, poor infrastructure, etc.

The Arts Internship Office cannot guarantee the safety of any intern in their host country. It is up to the student to fully assess and prepare for any health or security risks that may be involved in pursuing this internship. Applicants are encouraged to discuss potential risks with their family prior to applying.

Applicants must ensure that they are physically and mentally capable of successfully completing an internship in the internship host country. The Arts Internship Office may request a doctor's attestation that an applicant is sufficiently healthy to complete an internship.

ENTRY REQUIREMENTS:

Interns are responsible for informing themselves of what entry requirements are required to visit and work as an intern in the internship host country. These may include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations.

The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.