In the Hankamer School of Business (HSB) integrity stands shoulder-to-shoulder with analytic and strategic strengths. The school’s top-ranked programs combine rigorous classroom learning, hands-on experience in the real world, a solid foundation in ethical values and a global outlook. HSB consists of approximately 4,100 students and 300 faculty and staff. Our mission: We cultivate principled leaders and serve the global marketplace through transformational learning and impactful scholarship in a culture of innovation guided by Christian values.

JOB SUMMARY
The HSB HESA apprentice will report to the Senior Associate Dean for Research & Faculty Development, Dr. Mitchell J. Neubert, and work in support of our mission, programs, and students across the school. Specifically, the Dean has three emphases – Impactful Research, Experiential Learning, and Christ-centered Diversity that will be served by this position.

POTENTIAL DUTIES

Student Engagement
- Support the HSB Peer Leader Program in its efforts to serve, support, and encourage first year Pre-Business students beyond their initial New Student Experience (NSE).
  - Market to and recruit first year Pre-Business students to participate in the HSB Peer Leader program in the spring semester
  - Serve as a Peer Leader, help to recruit and select other Peer Leaders, and facilitate their training and growth as leaders
  - Assist in grading pre- and post-seminar essays submitted by students and facilitate Peer Leader evaluations at end of the semester
- Partner with faculty and staff in publicizing, scaling, and delivering the Faith & Business Chapel for first year students; facilitate small groups across both semesters

Research and Faculty Support
- Enhance the infrastructure of support for research and grant writing, including assisting with our Undergraduate Research Assistant (UGRA) program
- Research possible honorific awards for faculty and assist department chairs in drafting recommendations

Diversity and Global Experiences
- Assist the Associate Dean for Diversity and Inclusion, Dr. Cindy Wu, in facilitating student focus groups, survey preparation, and research on best practices
- Partner with the Director of the McBride Center of International Business, Dr. Dawn Carlson, in recruiting students, coordinating student ambassadors, and promoting opportunities; assist with Global Business Connect student organization