

Yale-NUS College Student Associate Program

Currently Available Student Associate Positions

Updated as of 19/05/2014

- Student Associate – Web Development (ERT)
- Student Associate – Media Services (ERT)
- Student Research Assistant – History Research
- Student Research Assistant – Library Research
- Student Research Assistant – Literary Translation

Please see below for detailed position descriptions.

Yale-NUS College Student Associate Program

Position Title: Student Associate – Web Development (ERT)

Number of Hours per Week: 5-10

Duration of Appointment: February 2014 – May 10, 2014

Supervisor: Ken Panko

Responsibilities: Assist the ERT team in a range of activities, which may include:

1. Work with IT staff and other campus partners to produce websites for the College.
2. Create web templates for Yale-NUS-wide online platforms.
3. If there is interest, the student would be able to assist with back-end development and support of existing and future Yale-NUS online systems.
4. Any other duties as assigned.

Requirements:

1. Knowledge of WordPress CMS and, ideally, familiarity with other CMS like Joomla and Drupal.
2. Knowledge of HTML5, CSS3 and/or JavaScript.

Additional Information (optional): In this position you will gain unique experience in setting up online systems from scratch.

How to Apply: Please send an email to cipe@yale-nus.edu.sg to apply, including a short paragraph on your interest and any relevant experience. You are welcome to include a portfolio if available.

Yale-NUS College Student Associate Program

Position Title: Student Associate – Media Services (ERT)

Number of Hours per Week: 5-10

Duration of Appointment: February 2014 – May 10, 2014

Supervisor: Wai Keong Mak

Responsibilities: Assist the ERT Media Services team in a range of activities, which may include:

1. Recording Yale-NUS events – speaker series, workshops, etc.
2. Editing recordings and performing other post-production tasks.
3. Supporting the Media Equipment Checkout service by taking care of the equipment, creating user documentation, and providing training and advice on use of the equipment.
4. Any other duties as assigned.

Requirements:

1. Experience creating digital video and audio productions.
2. Strong customer service, communication, and writing skills.

Additional Information (optional): In this position you will have the opportunity to capture and share many of the exciting events that happen at the College. You will also play a key part in helping your fellow students explore the creative possibilities of digital media.

How to Apply: Please send an email to cipe@yale-nus.edu.sg to apply, including a short paragraph on your interest and any relevant experience. You are welcome to include a portfolio if available.

Yale-NUS College Student Associate Program

Position Title: Student Research Assistant – History Research

Number of Hours per Week: 4-8 (flexible)

Duration of Appointment: February 2014 – May 10, 2014. Possible to extend over the summer.

Supervisor: Dr. Jessica Ratcliff

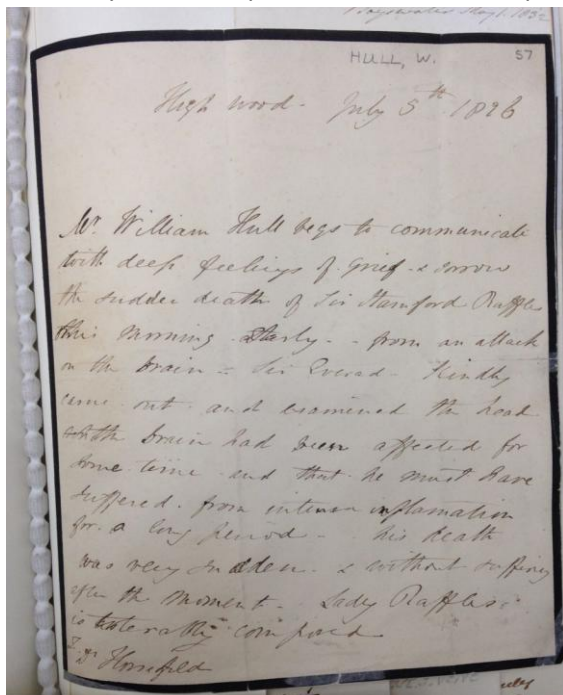
Responsibilities: Support the project “Archiving the Globe: Science and Maritime Imperialism in 19th Century Britain.” Duties will include:

1. Transcribing archival sources (scans of handwritten letters, journals, logs, etc.)
2. Conducting research online, at the NUS Library and possibly at the National Archives.
3. GIS mapping, creating infographics and timelines relating to historical developments during the period in question (optional).

Requirements: An excellent command of English is very helpful in interpreting handwritten sources. Attention to detail, self-motivation and a proactive attitude are a must. Previous experience with creating bibliographies and working with online scholarly databases is helpful. You do not need prior experience in historical research, GIS mapping or infographics.

Additional Information: This position will immerse you into hands-on history research and enable you to contribute to the production of a future book. You will also gain insight into the intersecting histories of modern science and modern empires.

How to Apply: Please send an email to cipe@yale-nus.edu.sg sharing any relevant experience you may have. In your email, please attach a transcription of the letter below.



Yale-NUS College Student Associate Program

Position Title: Student Research Assistant – Library Research

Number of Hours per Week: 1-6

Duration of Appointment: October 2013 – June 2014 (possible to extend, or contract, as desired)

Supervisor: Prof. Rebecca Gould

Responsibilities:

1. Use WorldCat (www.worldcat.org) and the NUS Library catalog to access information about research materials.
2. Convert library records into information requests using NUS' document delivery system, and interact with Yale-NUS and NUS librarians. Training will be provided by Yale-NUS librarians.

Skills and Requirements:

1. Attention to detail, enthusiasm for books.
2. Interest in Islamic studies and/or world literature is useful, but not required.
3. Interest in learning non-Latin scripts (particularly Arabic and Cyrillic scripts) helpful but not required. This does not mean learning the language, just that there is potential for learning the scripts if desired.

Additional Information: This position will deepen your research skills and give you the chance to explore one of the world's most comprehensive online databases of books and other materials. It will also familiarize you with Yale-NUS' research support networks, and teach you how to obtain difficult to find material. This would be an ideal position for someone interested in learning languages but who has not yet acquired proficiency, as well as for anyone interested in learning how to conduct deep research.

How to Apply: Please send an email to cipe@yale-nus.edu.sg expressing your interest for the position and share any relevant experience that you may have. Please do not contact Prof. Gould directly until the initial screening.

Yale-NUS College Student Associate Program

Position Title: Student Research Assistant – Literary Translation

Number of Hours per Week: 6

Duration of Appointment: September 2013 – June 2014 (possible to extend)

Supervisor: Prof. Rebecca Gould

Responsibilities:

3. Assist in checking English translations of literary (Arabic, Persian, Russian or German) and classical (Arabic, Persian) texts against the original.
4. Assist in locating relevant primary and secondary materials.
5. Scan books and other materials (optional).

Skills and Requirements:

4. Advanced reading fluency in Arabic, Persian, Russian or German.
5. Students with strong attention to detail, a love for reading and an interest in language and literature are encouraged to apply.

Additional Information: This position will help you gain a keen awareness of nuance in literary works, and a fresh perspective on what it really means to be fluent in a language.

The number of hours depends on the language and the student's level of expertise. For Arabic and Persian, the available hours would be the greatest, followed by Russian and German. (The relative priority of languages could change over time.)

How to Apply: Please send an email to cipe@yale-nus.edu.sg expressing your interest for the position and sharing any relevant experience that you may have. Please specifically clarify your level of reading fluency with the languages in question.