Request for student intern “MPP SURF SMART and Online Learning Assistant”
Period: 1 July-31 August 2019 with preferably an extension of 6 months.
Availability: 3 days per week
Payment: UM internship rate – 300 euros per month

General task description:
Surf Smart material is developed to guide MPP students. The material needs to be updated and uploaded yearly. In addition, the online course curriculum of the institute needs to be updated and maintained.

Activities include, among others:
Check for Surf Smart updates with MPP staff
Tape videos
Edit videos with Camtasia
Compile materials using Lectora software
Upload materials on ELEUM
Maintain online platform on ELEUM and open blackboard during course offering
Assist in evaluating learning analytics

Skills requested:
Excellent English writing and speaking
Familiarity with ELEUM
Willingness to learn Lectora and Camtasia software
Affinity with video / photo / website activities
Concise working attitude
Good communication skills
Independent work
Applying:
Please send your letter of motivation, and CV before 5 July 2019, 08:00 hrs by email to:
Mindel.vandelaar@maastrichtuniversity.nl

Interviews will take place on Monday 8 July between 15:00-17:00 or Wednesday 10 July 2019 between 15:00-17:00, in person or via skype. If you are unavailable during this time, please indicate time availability in your letter. Invitations for an interview, with time and location, will be emailed to you on 5 July.