

WKU Student Accessibility Center

Address: 1906 College Heights Blvd. #21052 Bowling Green, KY 42101

Phone: 270-745-5004

Website: <https://wku.edu/sarc>

Job Title: Student Worker

Position Type: BSW/MSW Intern (Unpaid). The BSW and Foundation Year (1st year) MSW students are in field for concurrent placements and go to their field agency 200 hours each semester, for a total of 400 hours.

Agency Mission and Vision:

The goal of the SARC is to ensure that all students with disabilities are provided access to all facets of the Western Kentucky University experience; to facilitate and coordinate support services and programs that enable students with disabilities to maximize their educational potential; and to increase awareness among all members of the University so that students with disabilities are able to achieve academic success based on their abilities, not their disabilities.

The purpose of the SARC is to coordinate services and accommodations for students with documented disabilities. Our most common activities include: reviewing disability documentation, meeting with students to determine appropriate accommodations, and partnering with other areas on campus to implement these accommodations.

The SARC strives to help students assume responsibility of their own educational experience. We assist students along the way by providing access and opportunity in order for them to reach their full potential.

Services Provided:

- Accommodations
- Advocacy
- Testing
- Note taking assistance
- Captioning & Sign Language interpreters
- Outreach

Key Responsibilities for Interns:

- Psychosocial assessments, interviewing, problem solving, and supportive counseling with students with disabilities, families and/or groups as well as completing the associated paperwork.
- Indirect/direct student contact (face-to-face meetings, email, group meetings)
- Professional or educational meetings/workshops including presentations (focus on WKU, Open House events, professional meetings on/off campus)
- Knowledge of general office policies/procedures
- Project/program implementation/follow up (macro project)
- Attendance and participation at community meetings, staff and board meetings
- Evaluation (i.e. data collection, outcomes development)
- Case Management (resource allocation and referral)
- Advocacy

Application Process:

- Interested candidates should submit a resume, cover letter, and any relevant references
- Contact sarc.connect@wku.edu for questions