



American Association of Teachers of Slavic and Eastern European Languages (AATSEEL): Resource Development Intern

[The American Association of Teachers of Slavic and East European Languages \(AATSEEL\)](#) exists to advance the study and promote the teaching of Slavic and East European languages, literatures, and cultures on all educational levels -- elementary through graduate school. As a pedagogical organization, AATSEEL supports a number of digital resources to support teachers and students of Russian, East European, Eurasian, and Slavic (REEES) languages. We are currently seeking an undergraduate intern to help us update and develop our resources pages, including our **List of Intensive Language Programs**, **Map of Slavic Programs**, and **Teaching Resources Microsite**.

A. The List of Intensive Language Programs is one of AATSEEL's unique and most valuable resources. Historically, this list has included summer and semester language programs in both the US and abroad for 35 different Slavic, East European, Siberian indigenous and Central Asian languages (for a full list please see our page [here](#)). When the list is accurate and up-to-date, it is a powerful tool for educators to identify programs for their students. It is especially useful for less commonly taught languages, for which it is difficult or impossible to find traditional courses.

In recent years, the study abroad landscape for REEES languages has changed dramatically. As a result of Russia's invasion of Ukraine, most study abroad programs have ceased operations within the borders of the Russian Federation, and now send students to a host of other Russian-speaking places, such as Latvia, Uzbekistan, or Kazakhstan. However, these changes are not reflected in our current List.

Due to our limited budget and staffing, we have been unable to update and maintain the List of Intensive Programs, especially in light of these dramatic changes in the study abroad landscape. As a result, the List features outdated information, defunct programs, and dead links, and no longer reflects the reality of REEES language study.

Once the list is accurate, we would like to include the data in the [Map of Slavic Programs](#), a powerful interactive resource hosted at the University of Arizona. This map currently reflects up-to-date information about high school and college Russian programs, but does not include

summer and intensive programs and features minimal information about instructional opportunities for REEES languages other than Russian.

B. Teaching Resources Microsite. AATSEEL is also in the process of creating a more modern and robust repository of teaching and learning resources. This page will ultimately be a hub of resources, including maps and lists of REEES language programs at the secondary, post-secondary, and graduate levels (including the above List); events and strategy guides for K-16 bridge-building; graduate student support resources; resources, training materials, and sample syllabi for inclusive and anti-oppressive pedagogy in the REEES language teaching context; and teaching materials for less commonly taught REEES languages. Many of these resources will draw on existing lists and materials, or are currently in development by other teams and partners. Our tech team has also been able to set up the platform for the resources. However, the page remains minimally populated and is not live, and the AATSEEL undergraduate intern can work on this project.

ELIGIBILITY (Class year at time of application): Current First Years, Sophomores, Juniors and non-graduating Seniors.

AWARDS AVAILABLE: 1

FUNDING AMOUNT: \$5,000

INTERNSHIP COMMITMENT:

- Minimum of 300 hours over 8-10 weeks in the summer.
- Complete all the [Career Education Summer Internship Pathway](#) exercises by the Career Education deadlines (e.g., Pre-internship Paperwork, Goal Setting, Surveys, Reflections, advisor meetings).
- Wellesley-funded interns must adhere to the [College Policies for Funded Internships](#).

INTERNSHIP FORMAT: Virtual

INTERNSHIP DESCRIPTION:

We seek an undergraduate research assistant to help us update **the List and Map**. The bulk of the duties will include online searches to identify operational programs and organize information into a database formatted to the specifications set by the University of Arizona for the Map. The information would be posted as links on our AATSEEL website, and sent as a spreadsheet for inclusion in the Map.

The priority research would be summer language programs, focusing on updating the List of intensive Programs. If time allows, the intern will also work on gathering information about which colleges offer REEES languages other than Russian and compiling this information into a database as well. This database would serve as a starting point for further research into enrollments and programs and would ultimately be included in the Map data as well.

For the **Teaching Resources Microsite**, the intern would be responsible for organizing the new website, possibly including some basic design or layout work, and for posting and organizing supplied materials. If there is possibility or interest, the student may also assist in identifying and linking new resources to the page.

Dr. Costello will oversee the research and compilation of data, meeting regularly with the intern making and assisting where necessary. The intern will work largely independently, and will be responsible for organizing their own work schedule to complete tasks and meet deadlines, with regular communication with Dr. Costello through email or Zoom meetings.

PREFERRED QUALIFICATIONS:

We seek an undergraduate intern with the following skills and experience:

- Ability to conduct online research using search engines and publicly-available information
- Familiarity with Excel or other spreadsheet creation programs
- Ability to work independently, to plan and organize tasks and schedules, to meet deadlines, and to communicate with supervisor consistently
- We highly recommend that the intern have some experience with a REEES language. Though the relevant websites are likely to be mostly in English, familiarity with Cyrillic letters or basic Russian phrases may be beneficial
- Bonus: familiarity with Wordpress, or willingness to become familiar

APPLICATION DEADLINE: March 1, 2025 by 5 pm EST

APPLICATION INSTRUCTIONS:

Please [click here for Workday application instructions](#). The Workday application cannot be saved so must be completed in one sitting. All required documents must be uploaded as PDFs and named in this format: Name_DocumentType (e.g., TrinHan_CoverLetter; SallyBaez_ShortAnswers). Students should apply in Workday to “Russian Department Internship Application with AATSEEL”.

1. **Cover Letter** addressed to Dr. Jillian Costello, Executive Director

2. **Resume**
3. **References.** The names and contact information of two Wellesley faculty members who have agreed to serve as references. **This information will be entered directly into the application so does not need to be in a PDF.*

APPLICANT SELECTION PROCESS & TIMELINE:

Russian Department faculty and AATSEEL staff will review submitted applications and interview select candidates. Students will be notified of application results via email by December 1.

QUESTIONS? Please contact: Professor Thomas Hodge at thodge@wellesley.edu.