



# Hamel Center for Undergraduate Research

## International Research Opportunities Program (IROP)

### International mentors for IROP students should be prepared to perform the following:

#### **PREPARATION:**

1. In collaboration with the UNH faculty mentor and the prospective undergraduate researcher:
  - a. Identify a potential research project that will be manageable within the nine-week IROP timeframe.
  - b. Determine what the student will need to know before undertaking this project (e.g., course work, research methods, research skills/techniques, articles/books, language facility).
  - c. Determine what additional preparation the student should undertake to ensure s/he will be ready to accomplish the research objectives.
  - d. Determine the cultural preparation the student should undertake to engage fully the experience of working in another country.
2. In collaboration with the UNH faculty mentor and the prospective undergraduate researcher:
  - a. Help identify a primary research location (lab, archive, field, etc.) that meets basic needs for the health, safety, and security of the student researcher. (This will include helping the student to complete the Project Risk Assessment Form for inclusion in the IROP application.)
  - b. Help the student locate suitable, safe, and affordable room/board for the 9-week research period.
  - c. Help the student develop a comprehensive Emergency Plan for the nine-week research period (to be completed before the student leaves the U.S. for the research site).
3. For inclusion in the student's IROP application, compose a letter (signed and on professional letterhead, where possible) that includes the following:
  - a. Confirmation of your willingness to serve as the on-site mentor for the student's summer research period abroad, as well as to look after the welfare of the student while he/she is in your country.
  - b. A description of how the student will be incorporated into your ongoing research (if the proposed project is that kind of research), and/or how you plan to assist the student on his/her project.
  - c. Background information, including your professional title/role and your area of expertise as it relates to the proposed IROP research project.
  - d. Contact information, including mailing address, email, and phone number.

#### **IN-COUNTRY:**

4. Make arrangements to meet the student soon after arrival in your country, and communicate periodically with the UNH mentor during the research period.
5. Guide the student through nine (9) weeks of full-time summer research. Develop a time frame and a system of communication with the student during the project period that will allow for an appropriate balance of mentor guidance and student independence.
6. Help the student identify any specific health, safety, or security concerns posed by the research site(s), and develop plans to mitigate these risks.
7. Ensure the student's accommodations meet basic needs for the health, safety, and security of the student (e.g., adequate locks and basic fire safety needs such as exit access and extinguishers/sprinklers), and be prepared to troubleshoot any concerns, including helping the student to find alternate accommodations if necessary.
8. Be the student's primary point of contact in the event of an emergency: security (crime, political unrest, natural disaster), medical, or personal. Be prepared to implement the Emergency Plan developed with the student before he/she left the U.S. – including back-up arrangements in the event that you yourself become unavailable or incapacitated.

#### **POST-PROJECT:**

9. In collaboration with the UNH faculty mentor and the student researcher, and where appropriate, help the student to synthesize research results for presentation at the Hamel Center's International Undergraduate Research Symposium (or other conference venue).
10. Complete an evaluation of the research experience and the program when contacted by the Hamel Center for Undergraduate Research at the end of the research period.