



**Office of the Senior Vice President
for Finance and Administration**

Strategic Finance & Administration Accelerator Internship Program

Position Description

UO Finance and Administration Department Name	Information Security A department in the division of UO Information Services (IS)
Intern Supervisor Name	José Domínguez, Chief Information Security Officer or another member of the Information Security Office (ISO)
Role or Project Title	Cybersecurity Intern
Modality	Hybrid
Department Information	The Information Security Office empowers the UO community to leverage digital assets and capabilities and defend our cyber environment through proactive measures. The ISO team is a dedicated group of cybersecurity professionals who work collaboratively to protect the university's digital infrastructure and promote a culture of cyber awareness. The ISO's vision for the university is to have a knowledgeable and capable UO community, working together to safeguard our digital assets and capabilities to empower excellence in research and instruction in a resilient cyber environment. https://secure-u.uoregon.edu/
Position Purpose and Description	The student in this role would engage in one or more of the following cybersecurity projects, depending on area of interest and time required to effectively complete the work: - Creation of a “Federal Requirements Crosswalk” knowledge base focused on the research community - Support implementation of a new Cybersecurity Risk Register, which would be used as an artifact of continuous improvement process in the UO Information Security Program - Support internal Criticality Assessments related to applications and/or technology vendors that serve the UO community



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Preferred Term Start	Fall 2026 or Winter 2027
Required Skills <i>Student must have these to complete project</i>	Microsoft Office Suite (Word, Excel, PowerPoint) Strong written and verbal communication skills Customer service and professionalism Organizational and time-management skills Ability to conduct research and summarize findings Attention to detail Ability to work both independently and collaboratively Ability to handle sensitive information appropriately
Preferred Skills <i>Skills that are nice to have but not required</i>	Interest in cybersecurity, risk management, or information technology Familiarity with cybersecurity concepts such as phishing, MFA, data protection, or cybersecurity frameworks Experience conducting research or technical writing Experience with SharePoint, Microsoft 365, or collaboration platforms Experience creating documentation, procedures, or knowledge base articles Experience with data analysis or spreadsheet development Understanding of higher education, research environments, or compliance requirements Coursework in Computer Science, CIS, Business, Public Policy, Risk Management, or a related field



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Skills/knowledge the student will gain during the term	Exposure to cybersecurity governance, risk, and compliance practices Understanding of common cybersecurity frameworks and standards, including NIST Cybersecurity Framework (CSF), NIST 800-171, CMMC, and other federal requirements Experience developing crosswalks between federal cybersecurity and compliance requirements Experience supporting cybersecurity risk assessments and criticality assessments Understanding of cybersecurity risk management methodologies and risk registers Experience analyzing business and technical processes to identify risks and dependencies Practical experience working with professional cybersecurity and compliance staff Experience creating executive and operational documentation for cybersecurity programs Improved project management, research, communication, and presentation skills Exposure to cybersecurity issues affecting higher education and research institutions Understanding of how cybersecurity supports research, teaching, and administrative operations within a large public university
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