

## GRADUATE ASSISTANT POSITION POSTING

**Employing Office** Honors College

**Type of Graduate Assistant Position (RAII, RAI, TI, TA)** RAI

**Number of Vacancies for this Position** 1

**Hours per Week (per vacancy)** 20

**Term** Academic Year

**Eligible Program Applicants (Applicants will preferably be from one of the following graduate programs)**

Any

### Qualifications/Preferred Skills

Event planning

Research planning

Experience teaching or advising undergraduate students

### Position Description

The Honors College Program Assistant (graduate intern) is offered a unique opportunity to gain a variety of responsibilities and skills. The Program Assistant gains experience with assessment, research, co-curriculum planning, advising, faculty partnerships, and diversity and inclusion initiatives. This position is ideal for candidates interested in bridging their experience from graduate preparation to a career in higher education (or related areas). \*Major Responsibilities Include: Develop and plan programming in support of our co-curricular learning outcomes. Coordinate assessment activities. Provide leadership development to Honors-affiliated student groups. Provide group academic advising and life design support to Honors students.

### Application Process:

Applicants wishing to apply for this Graduate Assistant position must: 1) be admitted or accepted for admission as a full-time student in a graduate program at BGSU; and 2) remain in academic good standing to maintain the position.

**Required application materials** cover letter and resume/vitae

**Send application materials to** [jdevine@bgsu.edu](mailto:jdevine@bgsu.edu)

## Application Due Date

priority to applications received by 4/1; but will be reviewed until filled