

**GRADUATE COLLEGE**  
**GRADUATE ASSISTANT APPLICATION FORM – Fall 2021**

Please see the [Graduate College website](#) for full definitions of each position (RAI, RAII, TA, TI).

**GRADUATE ASSISTANT POSITION**

**Hiring Unit/Office:** Department of English/Creative Writing Program

**Type of Graduate Assistant Position (RAII, RAI, TI, TA):** RAII ENG 0990 Instructor (FALL)

**Hours to work (per vacancy):** 10

**Stipend rate (Note: Hiring units must pay the stipend rate associated with the student's graduate degree program):** 11,500

**Term:**  Summer  Academic Year  Fall  Winter Session  Spring

**Number of vacancies for this position:** 2

1. **Eligible Program Applicants** (*Applicants will preferably be from one of the following graduate programs. Note: Hiring units should think broadly about acceptable programs.*):
  - Second-Year Creative Writing Graduate Student (any genre)

**2. Position Description** (*primary and secondary responsibilities*)

As instructor of record, oversees all classroom activities of ENG 0990. In addition, coordinates with instructor of ENG 4970 to schedule graduating BFA's for their capstone reading experience. In addition, ENG 0990 Instructor will serve as the Social Media coordinator for the Creative Writing Program and as the liaison to area arts organizations. Tasks may include: outreach to regional literary and arts organizations to publicize BGSU's literary events; disseminating information about regional events to relevant constituencies, including area secondary schools; maintaining a social media presence for the Creative Writing program on all current platforms; coordinating with departmental website manager on promotions; and facilitating training of incoming ENG 0990 Instructor.

**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.

1. **To apply to this position, send the following materials:** cover sheet, resume/CV, and answers to the following questions on a separate sheet of paper: 1) For the position or positions selected, why are you interested in these positions? How would they benefit you, and how would your skills/resources serve the program? 2) What experience do you have in communicating with/assisting other writers, beyond workshop? 3) Select two duties noted in the position description. For each, explain at least one new or innovative method you would propose to utilize in that task.

**Due date:** January 25, 2021