

GRADUATE COLLEGE
GRADUATE ASSISTANT APPLICATION FORM – FY 2022

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

GRADUATE ASSISTANT POSITION

Hiring Unit/Office: The Learning Commons

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

Hours to work (per vacancy): 20

Stipend rate (Note: Hiring units must pay the stipend rate associated with the student's graduate degree program): Determined by program D

Term: Summer Academic Year Fall Spring Semester

Number of vacancies for this position: 1

1. Eligible Program Applicants (Applicants will preferably be from one of the following graduate programs. Note: Hiring units should think broadly about acceptable programs.):

- American Culture Studies PhD
- American Culture Studies MA
- English (Rhetoric & Writing)
- English MA
- Interdisciplinary Studies
- Leadership Studies
- Media & Communication
- Philosophy (Applied)
- Art History
- Creative Writing
- Cross-Cultural and International Education
- Curriculum & Teaching
- Ed Adm & Supervision
- History
- Interdisciplinary Studies
- Learning Design
- Media & Communication
- Philosophy
- Political Science
- Popular Culture
- Psychology
- Reading
- Social Work
- Teacher Education (AYA & World Languages)
- College Student Personnel

2. Qualifications/preferred skills

- Great writer
- Empathetic listener
- Sympathetic Reader
- Abundant desire to help
- Open-minded
- Critical thinker
- Self-reflexive
- Curious
- Writing Center experience helpful but not required

3. Position Description (primary and secondary responsibilities)

Writing Graduate Assistantship description: The preferred candidate would be a great writer, a fantastic listener, and possess a desire to help. The primary job responsibility is coaching writers (developing the writer's skills and enhance the writer's writing process). The job also includes taking on projects (curriculum design and revision, a mentor in the training program, etc.). The ideal candidate would also be capable of leading a variety of assessment and outreach initiatives, as well

as planning and delivering in-service training sessions. We will provide extensive training in writing center pedagogy and tutor training and administration.

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 positions, send the following materials:** Resume / CV / Work history; Unofficial Transcripts; Two writing samples
2. **Send GA application materials to:** The Learning Commons, 140 Jerome Library, Bowling Green, OH, 43403 or email all materials to tlc@bgsu.edu, Subject: Graduate Assistant Application (Writing)
3. **GA position application due date:** On-going

Budget expected to fund this position:

Unit's operating budget or personnel budget:

Speedtype: OP