

Graduate Assistant (Research Assistant II) Position

Hiring Unit/Office Center for Undergraduate Research and Scholarship

Hours to work: 20

Stipend rate: Stipend is based on the determined rate for the candidate's academic program

1. Eligible Program Applicants (Applicants must be from one of the following graduate programs):

- College Student Personnel
- Teaching in Sciences
- Higher Education
- Public Administration
- Leadership Studies
- Psychology (I/O)
- Mental Health/School Counseling

2. Qualifications/preferred skills

- Basic knowledge of statistics and data analysis
- Proficiency in Excel

3. Position Description (primary and secondary responsibilities)

A student in this position will help manage the review and awarding process for projects related to undergraduate research, scholarship, creative projects, and public policy. The student will also assist with the organization and management of conference events and budgets as well as make decisions about the best tools to extract, store, analyze, and display data to various constituents at the University.

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 to Cordula Mora (cmora@bgsu.edu):

- Cover Letter*
- Resume, including all previous education and work experience
- Names and contact information for at least 2 professional/educational references

2. GA position application due date:

- Applications will be accepted immediately and this position is available starting March 1. Application materials will be accepted until the position is filled.