Graduate Assistant (Research Assistant II) Position

Hiring Unit/Office: Office of Student Retention-College Life Coaching

Hours to work (1-20): 20

Stipend rate (indicate if you have a maximum stipend rate that you can afford): Click here to enter text.

Term:\  ☒ Academic Year  ☐ Fall  ☐ Spring  ☐ Winter Session  ☐ Summer

Number of vacancies for this position: Click here to enter text.

1. Eligible Program Applicants (Applicants must be from one of the following graduate programs):
   - Master’s degree preferred (i.e. enrolled in current doctoral or 2nd master’s degree program)

2. Qualifications/preferred skills
   - Academic coaching/life coaching
   - Excellent interpersonal communication skills
   - Proficiency with presentation software preferred
   - Excellent oral and presentation skills
   - Flexible work hours that include occasional evenings and weekends

3. Position Description (primary and secondary responsibilities)
   - Provide intensive, ongoing and focused academic and life coaching to first year commuter students
   - Plan/lead SOAR session for commuters and Opening Weekend programming and festivities
   - Plan a series of timely and focused student success sessions; i.e., how to register, academic advising, scholarships, on campus employment, internships and coops, understanding your bill

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 and cover letter
2. Send GA application materials to: Cyndie Roberts crobert@bgsu.edu
3. GA position application due date: 4/10/2018

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2 An academic year contract includes both fall semester and spring session. It does not include winter session. A student who is needed during winter session will require a separate contract.