Graduate Assistant (Research Assistant II) Position

Hiring Unit/Office: The Learning Commons

Hours to work: 20

Stipend rate: Determined by degree program

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

   - American Culture Studies
   - Business Administration
   - College Student Personnel
   - Criminal Justice
   - Cross-Cultural and International Education
   - Curriculum & Teaching
   - Educational Administration & Supervision
   - Interdisciplinary Studies
   - Media & Communication
   - Organization Development
   - Philosophy
   - School Counseling
   - Social Work
   - Sociology
   - Workforce Education and Development
   - Higher Education Administration (PhD)
   - Interdisciplinary Studies (PhD)
   - Leadership Studies (PhD)
   - Media & Communication (PhD)
   - Philosophy (PhD)
   - Psychology (PhD)
   - Sociology (PhD)

2. **Qualifications/preferred skills**

   - Good interpersonal skills
   - Leadership and supervisory experience preferred
   - Prior experience as a Supplemental Instruction Leader preferred

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

   The duties of the Supplemental Instruction (SI) Graduate Assistant includes, but is not limited to, the following:
   
   - Supervision of the SI program
   - Collection and reporting of data associated with the SI program
   - Other duties as assigned

   The GA will gain experience working within a management structure, supervision of a University program, developing and conducting internal research, and quality control.

**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: transcripts from Undergraduate and, if applicable, Graduate University; at least one (1) letter of reference; résumé or curriculum vitae

2. Send GA application materials to:

   The Learning Commons, c/o Jeremy Joseph
   140 Jerome Library
   Bowling Green State University
   Bowling Green, OH 43403

   -OR-

   email all materials to tlc@bgsu.edu, Subject: Graduate Assistant Application (Analyst)

3. **GA position application due date:** Ongoing until filled. Review of applications will begin on March 27.