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):

   - **Analytics**
   - **Applied Statistics & Operations Research**
   - **Financial Economics**

   - **Mathematics & Statistics**
   - **Mathematics (PhD)**
   - **Statistics (PhD)**

2. **Qualifications/preferred skills**

   - **Must have an adequate academic background in Mathematics and/or Statistics**
   - **Knowledge of Statistics packages and platforms (i.e. Minitab, SAS, SPSS, R)**
   - **Ability to analyze data using multiple methods**

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

The duties of the Data Analysis Graduate Assistant includes, but is not limited to, the following:
   - Assist in the collection, analysis, and reporting of student traffic data within The Learning Commons
   - Compile density reports to assist with determining staffing levels for tutoring
   - Occasional tutoring
   - Develop and implement surveys
   - Compile and analyze survey results
   - Other duties as assigned

Applicants should have an adequate academic background in Mathematics and/or Statistics and be well versed in multiple Statistics software packages, platforms, and processes. Programs that focus on Mathematics or Statistics will gain valuable experience that will transcend to their eventual profession. The GA will gain experience working within a management structure, assisting others, data management, 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.