

## Graduate Assistant (Research Assistant II) Position

**Hiring Unit/Office:** The Learning Commons: FLY Program

**Hours to work:** 10 hours per week; daily hours will be determined upon hire

**Stipend rate:** Varies by department

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

- Educational Administration and Supervision
- Intervention Specialist-Mild/Moderate or Moderate/Intensive
- Classroom Technology
- Cross-Cultural and International Education
- Curriculum and Teaching
- Special Education
- Teacher Education

### Qualifications/preferred skills

- Knowledge of various disability categories and the characteristics of each, as well as research-based interventions
- Experience using data to determine training needs for students and staff, and experience in leading presentations
- Knowledge of administering and using results of standardized assessments to measure student growth
- Knowledge of FERPA laws and competent in maintaining student confidentiality
- Computer proficiency with Microsoft Word and Excel, data entry, making and analyzing graphs
- Effective verbal and written communication skills

### Position Description (primary and secondary responsibilities)

- The Research Assistant II will work directly with the Learning Specialists in the FLY (Falcon Learning Your Way) Program. The FLY Program is a program to provide individualized academic supports to college students with Learning Disabilities and/or attention needs. The RAII will be recording and analyzing data pertaining to the students in the FLY Program. The RA II will use the data to identify weaknesses in skills, and plan and administer workshops for these students based on those weaknesses. The RA II will also analyze tutoring reports and feedback to assess the priority training areas for tutors, and plan and administer these trainings, under supervision of the FLY Learning Specialists. The RAII will analyze data from the LASSI-Learning and Study Skills Inventory (Third Edition) Standardized assessment and from the weekly self-reflection forms completed by both the students and the Learning Specialists, to measure progress on the Student Learning Outcomes as outlined in the FLY Assessment Program Plan. The RAII will analyze both individual and group data, to measure the success of interventions used during the Fall and Spring Semesters in which students are enrolled in the FLY Program.

### 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.

To apply to this positions, send the following materials: Cover letter, Resume, Unofficial Transcripts

### Send GA application materials to:

The Learning Commons  
Attn: FLY Program  
William T. Jerome Library  
Bowling Green, OH 43403

### Or email materials to:

Tracy Foos at [tfoos@bgsu.edu](mailto:tfoos@bgsu.edu) or Jessica Oetjens at [joetjen@bgsu.edu](mailto:joetjen@bgsu.edu)

**GA position application due date:** Ongoing