

GRADUATE ASSISTANT POSITION

Hiring Unit/Office: Honors College

Type of Graduate Assistant Position: RAll

Hours to work (per vacancy): 20

Stipend rate: 10,000

Term: Summer Academic Year Fall Winter Session Spring Session

Number of vacancies for this position: 1

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

- MACIE/Cross-Cultural and International Education
- HESA
- EDLP
- EMOD
- Media and Communication
- SCCS
- Rhetoric and Writing
- ACS
- Learning Design

2. Qualifications/preferred skills

- Research or assessment
- Diversity and Inclusion Theory
- Teaching or curriculum design

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

Primary Responsibilities: Investigate and make recommendations regarding curriculum design. Coordinate faculty development activities. Develop diversity and inclusion programming. Coordinate assessment activities. Interns are able to tailor their experience working with the Honors College to their particular interests and needs. Some examples of additional opportunities include: Conduct research related to needs of high-achieving students. Provide academic advising and orientation activities for Honors College students. Coordinate book discussions, career development seminars, invited speaker programs, and other outcomes-based programming.

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:** A brief cover letter highlighting experiences related to this position, an updated resume/CV, and contact information for at least two references.
2. **Send GA application materials to:** Jodi Devine, jdevine@bgsu.edu
3. **GA position application due date:** applications accepted on a rolling basis