GRADUATE ASSISTANT POSITION

Hiring Unit/Office: Learning Commons

Type of Graduate Assistant Position: RAII

Hours to work (per vacancy): 20

Stipend rate: Per student’s Graduate Program

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.)
   - American Culture Studies
   - Business Administration
   - College Student Personnel
   - Criminal Justice
   - Cross-Cultural and International Education
   - Curriculum & Teaching
   - Educational Administration & Supervision
   - Interdisciplinary Studies
   - Learning Design
   - Media & Communication
   - Organization Development
   - Philosophy
   - Psychology
   - Public Administration
   - 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
   - Knowledge of current trends in academic and learning theory
   - 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 include, but are not limited to, the following: Supervision and Coordinator 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:** transcript from Undergraduate and, if applicable, Graduate University; résumé or curriculum vitae; at least one letter of reference

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 (SI)

3. **GA position application due date:** Application review will begin on March 25.