

## GRADUATE ASSISTANT POSITION

**Hiring Unit/Office:** Project IMPACT (Improving Motivation, Pedagogy, Assessment, and Collaboration for Teachers) – Project in the College of Education and Human Development funded by a grant from the US Department of Education

**Type of Graduate Assistant Position:** RAll

**Hours to work** (*per vacancy*): 20

**Stipend rate:** Varies by department

**Term:**  Academic Year    Fall    Winter Session    Spring Session    Summer

**\*\* Searching for a student who would begin Summer 2019 and wish to remain during the academic year, with the option of Winter Session; renewable annually through Summer 2023.**

**Number of vacancies for this position:** 2

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

Applications are invited from any graduate program, but applicants from the following programs are preferred:

- American Culture Studies
- Classroom Technology
- Communication Sciences and Disorders
- Curriculum and Teaching
- Educational Leadership
- Intervention Specialist
- Leadership Studies
- Learning Design
- MACIE
- Media & Communication
- Mental Health/School Counseling
- Popular Culture
- Psychology
- Theatre

**2. Qualifications/preferred skills**

- Willingness to attempt unfamiliar tasks, learn on own, and ask questions for clarity
- Strong work ethic and willingness to be flexible
- Good time management and organizational skills
- Excellent spoken and written communication skills;
- Good computer skills, proficient with technology, and willingness to learn new skills
- Ability to work well both independently and in teams
- Knowledge of and experience with a variety of diverse cultures is a plus
- Knowledge of PreK-12 teaching a plus
- Availability during Summer 2019 in addition to the 2019-2020 AY

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

Project IMPACT will be offering graduate assistantships for **2 Project Research Assistants** (described below). Assistantships and associated scholarship and stipend funds are being made available to full-time graduate students in any BGSU graduate program and will be awarded through a competitive application, interview, and selection process. All assistantships are awarded for a single academic year but are renewable annually at the discretion of the project directors through the end of the 2022-23 academic year.

**Project Research Assistant:** Participate in applied research and support activities related to Project IMPACT. Coordinate team meetings; communicate with project partners; conduct literature reviews; collect, enter, and clean data; assist with qualitative and/or quantitative data analysis as needed; and other duties as assigned.

### **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. A current resumé or curriculum vitae
- b. A statement of interest (2-3 pages, double-spaced, one-inch margins) responding to the following questions:
  - *In the opening paragraph, please identify which BGSU graduate program you are currently enrolled in, been accepted for, or have applied to.*
  - *What are your future goals and how will this assistantship and a graduate degree from BGSU help you meet those goals?*
  - *How do your skills and experience make you a suitable candidate for a position as a project research assistant?*

2. **Send GA application materials to:** Project IMPACT Directors ([ProjectIMPACT@bgsu.edu](mailto:ProjectIMPACT@bgsu.edu)). Please include “**PROJECT ASSISTANT APPLICATION**” as the subject of your email.

3. **GA position application due date:** Positions open until filled. Interviews will begin as early as February 18<sup>th</sup>.