GRADUATE ASSISTANT POSITION

Hiring Unit/Office: Office of Residence Life

Type of Graduate Assistant Position: RAII

Hours to work (per vacancy): 20

Stipend rate: 16,000

Term: ☑ 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.)*:
   - Doctoral Statistics
   - Doctoral Data Science

2. **Qualifications/preferred skills**
   - Knowledge with programming software (i.e. R, Python, SQL)
   - Experience with predict modeling (time series forecasting)
   - Experience with analyzing and communicating data findings to a variety of audiences
   - Experience in assessing, evaluating, and providing recommendations for programs and services
   - Ability to write clear, concise reports
   - Ability to work independently with limited supervision, as well as in a collaborative environment

3. **Position Description** *(primary and secondary responsibilities)*
   - Oversee and support the building and monitoring of the Falcon Success Retention Curriculum (FSRC) technology
   - Manages a comprehensive assessment program based on learning outcome statements and student success outcomes statements
   - Administers, compiles data, and presents assessment data from staff, academic environment, and Residence Life satisfaction surveys, etc.
   - Develops, conducts, and synthesizes findings related to evaluations and focus groups
   - Assist with developing predictive models to assist with decision making
   - Attend monthly departmental meetings Reviews studies undertaken by the Office of Institutional Research and professional organizations (e. g. NASPA, ACPA, ACUHO-I), summarizes relevant findings, and presents them to Residence Life staff in written or oral form
   - Updates and maintains the Residence Life Manual section on assessment Assists with assessment-related items for conference presentations and departmental end of the year reports
   - Performs 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**: Resume, Cover letter

2. **Send GA application materials to**: Dr. Joshua Lawrie, jlawrie@bgsu.edu

3. **GA position application due date**: Items accepted until filled.