GRADUATE ASSISTANT POSITION

Hiring Unit/Office: Graduate College (Data position)

Type of Graduate Assistant Position: RA II

Hours to work (per vacancy): 10-20

Stipend rate: Dependent on program rate

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.):
   - Data Science
   - Analytics
   - Applied Statistics

2. Qualifications/preferred skills
   - Effective writing and oral communication skills
   - Proficient with Microsoft Excel
   - Responsible and assertive
   - Well-organized and detail-oriented
   - Independent, self-starter
   - Experience working in data analytics
   - Experience using data visualization tools (e.g., Tableau) to analyze and present data

3. Position Description (primary and secondary responsibilities)
   Analyze various types of data (enrollment, progress-to-degree, budget, etc.) to develop predictive models and create reports and data visualizations, providing insight into complex processes. Assist Graduate College staff as needed.

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: Letter of application, resume, two references (name and contact information only; recommendation letter not required)

2. Send GA application materials to: Stephanie Boman, sboman@bgsu.edu

3. GA position application due date: Open until filled