

GRADUATE ASSISTANT POSITION

Hiring Unit/Office: Women's, Gender, and Sexuality Studies Program

Type of Graduate Assistant Position: RAll

Hours to work (per vacancy): 20

Stipend rate: Determined by degree 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
- Psychology

2. Qualifications/preferred skills

- Strong communication and writing skills
- Experience/Interest on women's and gender issues
- Adobe Acrobat, Photoshop, Microsoft Office experience preferred

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

Assist the director in promoting the WGSS program - Maintain and update the WGSS website and social media sites - Help write the WGSS newsletter - Assist director with WGSS events and fundraisers (e.g., Research Symposium, Fall new and newly promoted women and non binary faculty reception, etc.).

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 Interest and CV
2. **Send GA application materials to:** Beka Patterson rpatter@bgsu.edu
3. **GA position application due date:** Accepting applications until the position is filled.