Graduate Assistant (Research Assistant II) Position

Hiring Unit/Office: Office of Academic Assessment

Hours to work (1-20): 20

Stipend rate (indicate if you have a maximum stipend rate that you can afford): Click here to enter text.

Term 2: ☒ Academic Year  ☐ Fall  ☐ Spring  ☐ Winter Session  ☐ Summer

Number of vacancies for this position: 1

1. **Eligible Program Applicants** (Applicants must be from one of the following graduate programs):
   - Master of Public Administration
   - Master of Arts in Psychology
   - Master of Arts in Sociology
   - Master of Science in Applied Statistics
   - Master of Science in Analytics

2. **Qualifications/preferred skills**
   - Organizational skills
   - Task-completion oriented
   - Work well with a flexible work flow
   - Research experience

3. **Position Description** (primary and secondary responsibilities)
   
   Job tasks may include: coordination and implementation of various assessment projects on the institutional, programmatic, collegiate, and departmental levels; facilitation of the administration of assessments including the use of the Qualtrics Research Suite; demonstration willingness to learn statistical databases, designing communications, and researching projects; and any other tasks 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 and cover letter
2. Send GA application materials to: Office of Academic Assessment – assessment@bgsu.edu
3. GA position application due date: Applications submitted by April 10, 2018 will be given preferential consideration. Application materials will be accepted until the position is filled.

2 An academic year contract includes both fall semester and spring session. It does not include winter session. A student who is needed during winter session will require a separate contract.