

GRADUATE ASSISTANT POSITION

Hiring Unit/Office: Center for Women and Gender Equity

Type of Graduate Assistant Position: RAI

Hours to work (*per vacancy*): 8

Stipend rate: \$20 an hour

Term: Winter Session Spring Session

Number of vacancies for this position: 1

1. Eligible Program Applicants:

- Doctoral Student from any BGSU program

2. Qualifications/preferred skills

- Desire to work on gender equity issues and issues that disproportionately affect diverse woman identified individuals on campus and within higher education (required)
- Strong oral and written communication skills (required)

3. Position Description (primary and secondary responsibilities)

The Graduate Assistant (GA) for the Center for Women and Gender Equity (CWGE) is an 8 hour per week graduate assistantship in which the GA will coordinate and facilitate the collection of data on gender equity in higher education and work with the director to create reports and other written products to be used to advance the mission of the Center for Women and Gender Equity. This GA is a member of the Division of Student Affairs unit of Equity, Diversity, and Inclusion, which has a central mission to create inclusive and affirming environments to retain diverse populations of students at BGSU. This GA will report to the Director of the CWGE.

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:** CV/Resume; 1 Page Cover Letter (describing interest in the position); and 2 References
2. **Send GA application materials to:** aclarkt@bgsu.edu
3. **GA position application due date:** 1/15/19