

## Graduate Assistant (Research Assistant II) Position

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

Hours to work (1-20): 20

Stipend rate (indicate if you have a maximum stipend rate that you can afford): Dependent on academic program rate

Term<sup>2</sup>:  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):

- **American Culture Studies**
- **Psychology**

**2. Qualifications/preferred skills**

- **Strong communication and writing skills**
- **Experience/Interest in 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)

### 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 [acsprogram@bgsu.edu](mailto:acsprogram@bgsu.edu)
3. GA position application due date: April 27, 2018

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<sup>2</sup> 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.