Position Summary
The Graduate Assistants (GAs) for the Honors Learning Community (HLC) will work with the Associate Dean of the Honors College and Director of Learning Communities to provide administrative leadership for recruitment, programs, and community engagement for its members. The GAs will align programs and services with the mission of the HLC and the Honors College.

The HLC is residentially-based and provides unique academic, social and cultural opportunities for students to learn, develop, and grow academically and socially. Research has shown that students in residential learning communities make a smoother academic and social transition to college, perform better academically, interact more frequently with faculty, and express more commitment to civic and community engagement. Students also have a strong sense of belonging within the learning community, which leads to a stronger connection to the University, increasing their chances of retention and graduation from the institution.

Being a part of a learning community gives the student a small college feel within the large University, allowing you to have a more personalized college experience.

Essential Duties, Tasks and Responsibilities

- Provide leadership and planning to the HLC
- Guide the development of a core curriculum, both academic and extramural, for the community to enhance the learning experiences of the residents.
- Mentor its members (approximately 400 students)
- Work closely with the Office of Residence Life to foster the academic/student affairs partnership that is an important part of the program.
- Recruit and select students for membership; provide general promotion of learning community
- Provide budgetary oversight for learning community
- Collaborate with other units to integrate the orientation, advising, retention, and success of undergraduate students throughout their academic career.
- Fulfill other existing and emerging duties as assigned.

This list of essential duties, tasks and responsibilities is not all-inclusive; individual will perform other related duties as assigned.

Knowledge, Skills or Abilities

- Understanding of college student development and academic issues; ability to work with external constituents;
- Excellent communication (written and oral), interpersonal, collaborative, and supervisory skills;
- Skilled in organization and coordination of complex projects;
- Ability to work independently;
- Ability to interpret and implement university policies and procedures;
- Assessment, data analysis and data management;
Commitment to diversity and ability to work with individuals or groups with diverse backgrounds.

Minimum Qualifications
Acceptance into a designated BGSU Coverdell Peace Corps Fellows graduate degree program. Residential experience strongly preferred. Programming and community development experience strongly preferred.

Other details:
This is a 20 hour per week academic year contract. Depending on the student’s graduate program stipend rates, funds are available for a master’s level ($9,000) per year stipend and up to $2,000 in tuition scholarship. Opportunity for additional contract to work Summer Orientation Advising and Registration (SOAR).

If interested, send a cover letter and a résumé by March 18th to:

Jodi Lambdin Devine, Ph. D.
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Director, Honors Learning Community
Director, Residential Learning Communities
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