STUDENT POSITION DESCRIPTION

GRADUATE RESEARCH ASSISTANT
(SPECIAL PROJECTS)

Hiring Department: DoS Research Institute
Supervisor: Audrey Sorrells
Application Deadline: As Advertised

Hours per week: 20
Length of appointment: Semester-based appointment

POSITION OVERVIEW
To assist the Associate Dean of Students for Research in carrying out the mission, goals, and core values of the Office of the Dean of Students Research Initiative, with the understanding that the research should advance the GRA’s professional development.

• Supervise undergraduate student interns.
• Coordinate Special Projects.
• Assist with annual review of DoS sponsored course curriculum.

STUDENT LEARNING ASSOCIATED WITH THIS POSITION

1. Special Topics in Student Affairs - Gain an understanding and appreciation for topics related to student affairs
2. Research Methods in Higher Education – Gain an understanding of the various methods that are used to conduct research in higher education.
3. College Teaching – Gain experience teaching college courses at the undergraduate level
4. Personal and Professional Competence – Learn to communicate effectively, pursue goals and maintain well-being.
5. Learning, Application, and Integration – Acquire, process, and connect information to make decisions.

QUALIFICATIONS

• Full-time student in a PhD program.
• Graduate student in good academic standing
• Remain registered in courses that count toward the graduate degree
• Position requires strong communication skills, attention to detail, and the ability to follow protocol.

DUTIES AND RESPONSIBILITIES

• Applying and mastering research concepts, practices, or methods of scholarship.
• Organizing or Analyzing Data.
• Presenting findings in a scholarly manner.
• Overseeing Work of undergraduate interns in Other Research Activities.

HIRING PROCESS

1. Appointed by the Associate Dean of Students for Research (Dr. Audrey Sorrells).