STUDENT POSITION DESCRIPTION

STUDENT RESEARCH COORDINATOR

Hiring Department: Dean’s Research Institute
Supervisor: Audrey Sorrells, Ph.D.  
Application Deadline: As Advertised

Hours per week: 20
Length of appointment: Fall & Spring (20 hours) & Summer (10 hours)

POSITION OVERVIEW

The Student Research Coordinator is primarily responsible for advancing the mission of the Dean’s Research Institute by coordinating research that is done by undergraduate students. The SRC serves as the instructor for OUR UT courses and assists undergraduate students who work on DRI research projects outside of the OUR UT program.

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

• Graduate student with an interest in higher education and/or student affairs topics
• Research experience

DUTIES AND RESPONSIBILITIES

• OUR UT Instructor
  • Develop curriculum and teach the OUR UT course
  • Support current students in the development of their research interests
  • Develop strategic outreach/growth plan for program
  • Market program to incoming and current UT students
  • Coordinate 360 Connections

• Student Research Coordination
  • Assist undergraduate students who are interested in working on DoS research projects with finding projects that fit their interests

HIRING PROCESS

1. This position is appointed by the Associate Dean of Students for Research