

The University of Texas at Austin
Office of the Dean of Students, Student Emergency Services
Graduate Assistant: Advocate

Hiring Department: Office of the Dean of Students

Compensation: \$13.54

Supervisor: Advocate & Peer Advocacy Coordinator

Application deadline: Open until filled

Hours per week: 20

Length of appointment: Nine to ten months, with starting dates in early September continuing through May with possibility of extending. Also an opportunity to start in June 2019, if available.

Position Overview:

Serve as an Advocate in Student Emergency Services by providing case management to students who have been impacted by interpersonal violence. This will include addressing academic, financial, residential, mental health, and safety related concerns. The person in this position will be a non-mandatory reporter, which means they are not required to report incidents of sexual assault, relationship violence, stalking, sexual harassment, or gender discrimination to the University for investigation.

Duties & Responsibilities:

- Provide 1:1 private advising and intervention to students impacted by sexual assault, dating/domestic violence, sexual harassment, stalking, gender discrimination, or any other Title IX incidents.
- Coordinate and process student accommodations, including professor notifications, emergency funds, and temporary housing.
- Collaborate closely with campus partners, such as student affairs offices and academic units, to ensure a comprehensive and holistic approach to student needs and crisis services.
- Connect students with appropriate referral services within the campus and Austin community.
- Manage and update case records and documentation.

Qualifications:

- Currently enrolled graduate student (Master's or Ph.D.) in related fields such as educational psychology, student affairs/higher education, mental health, or social work.
- Demonstrate an understanding of interpersonal violence, crisis management, and student resources.
- Experience working with diverse student populations.
- Ability to exercise a high level of discretion, and uphold privacy and confidentiality of student records.
- Excellent oral and written communication skills, and ability to work independently in a fast-paced environment.

Student Learning Associated with this Position:

- Humanitarianism & Civic Engagement – Gain an understanding and appreciation for individual differences, and develop a sense of global citizenship.
- Intrapersonal/Interpersonal Development – Be able to articulate your personal talents, skills, values and act with integrity while managing conflict and working collaboratively with teams.
- Personal & Professional Competence – Learn to communicate effectively, pursue goals and maintain well-being.
- Learning, Application, & Integration – Acquire, process, and connect information to make decisions.



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Interpersonal Violence Peer Support
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- Critical Thinking & Problem Solving – Learn how to identify issues, reflect, and creatively develop solutions.

Placement Process:

- Please send a cover letter and resume to Bree Van Ness, Advocate & Peer Advocacy Coordinator in Student Emergency Services (bree.van.ness@austin.utexas.edu). Interviews will take place in April 2019.