OPEN POSITION: GRADUATE ASSISTANTSHIP POSITION

Position Requirements: Full-time 1.0 Graduate Assistant (GA) needed for the Educational Leadership and Policy Studies Department

Work Commitment: 1.0 (full-time) GA is required to work 20 hours per week under the direction of the Supervisor.

Pay and Benefits: This 1.0 GA position receives tuition waiver and stipend. 2015/16 academic year tuition waiver benefit is $28,776 = 24 credit hours (appointment is for Fall, Winter and Spring quarters) and a minimum stipend of $16,000 (paid monthly). Note: If you receive an assistantship, Dean’s Scholarship award will be reduced by the amount of the assistantship tuition waiver.

Supervising Faculty: Susan Korach, Associate Professor

JOB DUTIES:
The graduate assistantship is a position charged with supporting faculty productivity and excellence in research, teaching, and service. The specific areas of focus are program evaluation and research related to leadership preparation and turnaround leadership. As such, all responsibilities and tasks should generally be linked to outcomes associated with the faculty member’s success as a scholar. Primary responsibilities include support such as literature reviews, data collection, data analysis, and synthesizing data and writing research reports and grant proposals. This graduate assistant will have support for significant publication and presentation opportunities at the local and national level.

Required Qualifications:
Education: Preference will be given to ELPS PhD students.

Special Knowledge, Skills, and Abilities: Updating, managing, and maintaining literature, data collection, data analysis, writing research reports, research, and personnel files, research/project support such as literature reviews, data collection, data analysis, and synthesizing data and writing research reports and grant proposals

TO APPLY: Send an email with professional letter of application and your resume or CV to: susan.korach@du.edu
**Deadline to Apply:** Applications are being reviewed for academic year 2015/16 appointment. Fall 2015 quarter starts Monday, September 14, 2015. Applications will be considered until the position is filled. **Interviews may be conducted in person or via Skype for out of town students.**

**Additional Information:** You may be expected to work during all weeks the University is open. All work hours and schedules will be coordinated and agreed upon with the Supervisor. Please see the 2014/15 [Graduate Assistant Handbook](#) for further information.