Position Title: Graduate Teaching/Research Assistant
Reports to: Reports to Dr. Bradley Scott Ellison

Terms of Employment:
- For the fall 2019 semester: 10 hours per week, beginning August 26, 2019 and ending December 20, 2019. Does not include the week of Thanksgiving Break.

Compensation:
- Half assistantship salary for 2019-20 is $3,960 per semester.
- Salary will be prorated on a weekly basis for a late start.
- Graduate Assistants may qualify for in-state tuition and fees.
- Graduate Assistants receive University holidays and do not work during Thanksgiving Break, Spring Break, or the interims between semesters.
- Tuition scholarships are applied for and awarded separately from graduate assistantships.
- For more information on the Graduate Assistantship System and procedures: [http://www.grad.uni.edu/assistantships/](http://www.grad.uni.edu/assistantships/)

Position Description:
Graduate Assistants (GAs) support faculty in carrying out teaching and/or research-related tasks.

Teaching-related responsibilities may include grading assignments and exams; working with individual, as well as groups of students; preparing class activities; facilitating class; facilitating group discussions; entering grades; and researching course-related materials or information. Research-related activities may include, but are not limited to, literature searches; data collection, entry, and analysis; and writing and/or editing manuscripts.

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Graduate Assistants are expected to meet with their supervisor weekly to discuss assignments, timelines, and quality of work. Supervisors may request work be completed on-site.

All graduate assistants are expected to behave in a professional manner (e.g. timeliness, work ethic, appropriate communication).

Qualifications:
- Must be a full-time, degree-seeking student in the UNI graduate program.
- Must be enrolled in 9 graduate-level credit hours.
- Maintain a UNI cumulative graduate GPA of at least 3.00. A newly admitted graduate student must have at least a 3.0 GPA for undergraduate or previous graduate work of at least 8 graded credit hours.

Application Process and Deadline: To apply email the completed Application Form for Graduate Assistantship (available at [http://www.grad.uni.edu/assistantships](http://www.grad.uni.edu/assistantships)) to Debra Jacobs at debra.jacobs@uni.edu.

Applications received by February 1st will be given preferential consideration.