Graduate Assistant - Gender & Sexuality Services

**Position Title:** Graduate Assistant for Gender & Sexuality Services

**Reports to:**
Kalyani Kannan
LGBTQ* Student Services Coordinator
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**Terms of Employment:**
- For the fall semester: 10 hours per week, beginning August 22, 2022 and ending December 16, 2022. Does not include the week of Thanksgiving Break.
- For the spring semester: 10 hours per week, beginning January 17, 2023 and ending May 12, 2023. Does not include the week of Spring Break.

**Compensation:**
- Half assistantship salary for 2021-22 is $2697.50.00 per semester. 2022-23 salaries will be confirmed in early February 2022.
- 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.
- For more information on the Graduate Assistantship System and procedures: [http://www.grad.uni.edu/assistantships/](http://www.grad.uni.edu/assistantships/)

**Background Information:**
Gender & Sexuality Services strives to promote healthy, engaged, successful LGBTQ+ students and allies. Gender & Sexuality Services provides a safe space, resources, and educational opportunities to advocate for an inclusive community. Situated in the Division of Student Life, Gender & Sexuality Services is one of 3
offices within the department of Diversity, Inclusion & Social Justice, working collaboratively with Military & Veteran Student Services as well as the Center for Multicultural Education.

**Position Description:**

- Serve as a resource to LGBTQ+ students and allies on campus; provide individual and small group support for LGBTQ+ identity development; assist LGBTQ+ students and allies in responding to concerns; make referrals to campus and community resources; maintain office hours in Gender & Sexuality Services office
- Co-facilitate the Safe Zone Ally program and other educational programming; advertise and recruit participants; organize registration and assessment for the program
- Assist with Gender & Sexuality Services programming, including Rainbow Reception, Trans Week, Lavender Graduation, LGBT(ea) Time, LGBTQ & A, and Diversity, Inclusion & Social Justice initiatives
- Represent the office at cross-campus and community events, outreach initiatives, and committees
- Other duties as assigned

**Qualifications:**

- Must be a full-time, degree-seeking student in a UNI graduate program. Counseling, Postsecondary Education: Student Affairs, Social Work, Women's and Gender Studies, or other related field preferred.
- Must be enrolled in 9 graduate credits each semester of assistantship.
  - 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.
- Working knowledge of (a)genders and (a)sexualities
- Experience working with LGBTQ+ and other marginalized communities preferred
  - Demonstrated commitment to intersectional diversity, inclusion, and social justice
  - Demonstrated ability to be self-motivated, self-reflective, and to
conduct oneself in an ethical manner.

- Excellent written and oral communication skills, including public speaking
- Proficiency with Google Drive Apps, as well as knowledge with web page development and graphic design preferred