Position Title: Graduate Assistant for Gender & Sexuality Services

Reports to: Jamie Chidozie, Director of Diversity, Inclusion & Social Justice, jamie.chidozie@uni.edu, (319) 273-2250

Terms of Employment:

- For the fall semester: 20 hours per week, beginning August 26, 2019 and ending December 20, 2019. Does not include the week of Thanksgiving Break.
- For the spring semester: 20 hours per week, beginning January 13, 2020 and ending May 8, 2020. Does not include the week of Spring Break.

Compensation:
- Full assistantship salary for 2019-20 is $5,284.00 per semester.
- 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/

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-coordinate the Queer Peer Mentoring program; serve as the primary advisor for Queer Peer Mentors
- 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) Times, LGBTQ&As, 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

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)), resume, and personal statement of interest/cover letter to Emily Harsch at emily.harsch@uni.edu.

Applications received by June 13, 2019 will be given preferential consideration.