Summer 20-hr Graduate Research Assistant

The Office of Undergraduate Research is seeking applicants for a 20-hour graduate assistant position for Summer 2018, as well as the same position in Fall 2018 (contingent on funding).

Title: Graduate Assistant: Office of Undergraduate Research (OUR)
20-hour/week appointment
Hourly: $15
Summer 2018 dates: June 1 to Aug. 31, 2018
Fall 2018 dates: Sept. 1, 2018 to Jan. 15, 2019
Requirements: Enrolled in at least 9 credit hours
Hours: Flexible within regular business hours
This position does not include tuition assistance.

Job Description

The Office of Undergraduate Research (http://www.utexas.edu/ugs/our) offers advising and other resources to help undergraduates participate in the research that is happening across campus. They seek an assistant who is organized and enjoys working with undergraduates.

The graduate assistant will engage in a variety of program-related responsibilities and projects, including the following:

- Hold information sessions and individual advising
- Inventory research-related activity and, more generally, work on assessing the total number of UT undergraduates involved in research
- Assist in carrying out other OUR initiatives (e.g. events, workshops)

To Apply: Interested applicants should send a CV or resume and contact information for 2 references to Dr. Robert Reichle at robert.reichle@austin.utexas.edu by Friday, April 20, 2018. Please indicate whether you would like to be considered for the Summer, Fall, or both.