



The University of Texas at Austin Housing and Dining

GRADUATE ASSISTANT FOR RESIDENTIAL CURRICULUM

POSITION DESCRIPTION

The Graduate Assistant for Residential Curriculum position in Residence Life is responsible for supporting the Manager for Residential Education. This person will primarily be responsible for assisting with the development of the residential curriculum and analyzing the assessment of the curriculum. Also, this position will advise a student leadership organization within Housing and Residence Life.

ROLE BREAKDOWN/ESTIMATED WEEKLY HOURS (20 TOTAL)

- Implement and analyze assessment of the Residential Curriculum. - 10 hours
- Support and assist the Manager of Residential Education with development of the Residential Curriculum. - 5 hours
- Advise Student Leadership Organization within Residence Life. - 2 hours
- Work across department on committees and special work groups to collaborate on departmental goals/initiatives. - 2 hours
- Presenting small- and large-scale programs, activities, and trainings for students and staff. - 1 hour

REQUIRED QUALIFICATIONS

Applicant must have completed a Bachelor's degree and be accepted into a graduate program at The University of Texas at Austin.

PREFERRED QUALIFICATIONS

Preference will be given to Master's and Doctoral students in the Department of Educational Leadership and Policy as well as graduate students with experience and/or background in Housing and Residence Life.

APPOINTMENT

This graduate appointment is a \$17.75/hour, 20 hours per week, 9-month assignment starting September 1st – May 31st with an additional summer appointment starting July 11th - Aug. 31st, 2024. Summer appointment is non-benefits eligible, paid, 40-hours a week assignment. UT Student Academic position insurance benefits package will be included during the academic year. *Driving a UT vehicle is considered a marginal task and employees will be asked to complete the driving requirements.*

ADDITIONAL BENEFITS

- On-campus meal plan
- Professional development funds (\$750 per academic year) available to attend a regional or national conference (requires supervisor approval)
- Master's and Doctoral students in the Department of Educational Leadership and Policy may qualify for in-state tuition
- Eligibility for insurance benefits package during the academic year

WORK HOURS

Work a maximum of 20 hours per week as required by all graduates at The University of Texas at Austin. Second year graduate students may work up to 25 hours. Hours to be scheduled between 10 AM and 5 PM, Monday-Friday, with some evening and prescheduled weekend hours.

"This Graduate assistantship has allowed me to engage with students through the residence hall council. It has been great to see their leadership development throughout the academic year."

Graduate Assistant (2021-22)

"I chose this Graduate Assistantship because I felt this would take me where I want to be professionally, which partly involves working in the university environment and starting in a staff position."

Graduate Assistant (2021-22)

"I think that this role provides me with a lot of opportunity to engage with student staff leaders in meaningful ways akin to the ways that full-time, post-masters professionals would."

Graduate Assistant (2020-21)



"Being a Graduate Assistant for the Residential Curriculum has taught me the power of assessments and allowed me to look at the big picture of how all the pieces fit together to help residents have the best experience possible."

Eric Hale (2022-23)

- **If you are a potential graduate student in the Department of Educational Leadership and Policy, please participate in the graduate assistant selection process.**

All other candidates, please send resume, letter of interest, and references to the Residence Life Professional Staff Selection Committee at resliferecruitment@austin.utexas.edu