Position Description:
The Graduate Assistant for Community Development position is primarily responsible for assistance with supporting the staff of the Residence Hall Program Team (RHPT). RHPT hosts large-scale events on weekend evenings for the UT Austin residence hall population. This person will work closely with and be supervised by the Residence Life Manager for Student Leadership and Advising while interacting with Residence Life professionals. This person will assist in creating an environment that helps students develop a sense of belonging by bringing workshops, dances, concerts, films, multicultural events, debates, civil engagement projects, art exhibitions, comedians, hypnotists, poetry reading, food trucks, movie nights, football tailgates and more to the residence halls.

Position Roles:
• Assist in developing and implementing of large-scale weekend programming designed for residential communities
• Develop strong working relationships with student leaders, Resident Assistants, and professional staff
• Co-supervise student staff members of the Residence Hall Program Team
• Work in conjunction with Residence Hall Program Team on event marketing and social media accounts
• Assist with staff training, selection and development
• Assist with Residence Hall Program Team and other residence life programming assessment initiatives

Appointment:
This graduate appointment is a 20 hour per week, 9 month assignment starting September 1 – May 31 (with an additional summer appointment starting June 1, 2020). During the academic year this position will typically work 20 hours per week and will be paid $13.54 per hour. UT Student Academic position insurance benefits package will be included during the academic year. Summer employment is required from June 1 - Aug. 31 in a non-benefits eligible assignment paid for hours worked, typically 40 hours per week; this position will not be eligible for a benefits package during summer employment.

Work Hours:
Graduate Assistants work a maximum of 20 hours per week as required by all graduates at The University of Texas at Austin. Working times are flexible with standard office hours of 10 AM to 5 PM. Other times may include evening, weekend, and holiday work, scheduled with reasonable advance notice.

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

All other candidates, please send resume and letter of interest for the position to: Dr. Justin Samuel, Assistant Director, at jsamuel@austin.utexas.edu

Additional Compensation:
• Professional development funds ($500 each long session) available to attend a regional or national conference (supervisor approval required)
• On-campus meal plan
• May qualify for in-state tuition
• Eligibility for insurance benefits package during the academic year

Required Qualifications:
Applicant must have completed a Bachelor’s degree and be accepted into a graduate program (taking at least 9 hours) at the University of Texas at Austin. This role requires flexibility, creativity, communication skills, and the ability to take initiative. Candidates must be comfortable working in a diverse, highly interactive, and constantly changing environment.

Preferred Qualifications:
Preference will be given to Master’s and Ph.D. students in the Department of Educational Leadership and Policy or have experience and/or background in Housing and Residence Life. Comparative experience in other aspects of Student Affairs also welcomed and considered.