Purpose:
The Graduate Assistant for Residential Curriculum position in Residence Life is responsible for supporting the Manager for Residential Education. This person will be primarily responsible for assisting with the development of the residential curriculum, with a special focus on assessment and research. This position will analyze assessment results and research new pedagogies and developments in residential curriculum. Also, this position will advise a student leadership organization within Housing and Residence Life.

Essential Functions:

1. **30% of Time**: Implement and analyze assessment of the Residential Curriculum.
2. **25% of Time**: Advise Student Leadership Organization within Residence Life.
3. **20% of Time**: Support and assist the Manager of Residential Education with development of the Residential Curriculum.
4. **10% of Time**: Researching residential education initiatives and best practices for the department.
5. **10% of Time**: Work across department on committees and special work groups to collaborate on departmental goals/initiatives.
6. **5% of Time**: Presenting small- and large-scale programs, activities, and trainings for students and staff.

Appointment:
This graduate appointment is a $13.54 per hour, 20 hour per week, 9-month assignment starting September 1 – May 31 with an additional summer appointment starting July 13, 2020. UT Student Academic position insurance benefits package will be included during the academic year. Summer employment is required from July 13 - 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. Qualification for in-state tuition may apply for Master's and Ph.D. students in the Department of Educational Leadership and Policy.

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. Leadership or have experience and/or background in Housing and Residence Life. Comparative experience in other aspects of Student Affairs also welcomed and considered.

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 Monday-Friday. Other times may include evening, weekend, and holiday work, scheduled with reasonable advance notice.

Additional Compensation:
Professional development funds ($500 each long session) available to attend a regional or national conference (requires supervisor approval). On-campus meal plan.

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