



Testing Center Graduate Assistant
Student Engagement & Enrollment 0.8 (m3hBa4 (t)- (i.i610 (i(m)3 (e)
direct involvement with working with college studentlegenforcement of
help our students meet their unique needs.

- Conflict management, crisis management, and academic/personal planning executive function difficulties.
- Helping students be successful as they aid students in improving their self-advocacy
- Assisting in researching best practices that can improve our daily operations
- Involved in the day-to-day operations and logistics of the office.

Required Skills:

- Capacity for discretion, diplomacy, and confidentiality
- Ability to work effectively with a diverse population of students, faculty
- Possess a positive attitude
- Exceptional attention to detail and organization skills
- Self-motivation, initiative, and resourcefulness
- Knowledgeable about academic support strategies, including study skills
- Demonstrated experience working with a variety of computer software
- Demonstrated ability to communicate effectively in person and through working with a diverse population of students; interest in working with college helping college students with organizational skills and study skills. Preference for other Social and Behavioral Sciences.

Employment Schedule/Hours: 20 hours per week

Compensation: \$7,500 stipend for fall and spring semesters. Out-of-state students equivalent to in-state tuition.



Length of Assistantship: 9 months with an option to extend.