



***Center for Honors, Scholars & Leadership***

**POSITION TITLE:** Graduate Assistant: Coordinator for Diversity Reform, Assessment, and Program Design

**SUPERVISOR TITLE:** Director for Honors, Scholars, & Leadership

**Center for Honors, Scholars & Leadership:** Through innovative programs and initiatives in the areas of curriculum development, undergraduate research, leadership studies, student development, and global and community engagement, The Center for Honors, Scholars & Leadership (HSL) fosters an active community of UNC students as they become socially responsible citizen scholars and leaders.

**DUTIES & RESPONSIBILITIES:**

The Graduate Assistant in this position will be working to help the Center for HSL fulfill its mission to develop innovative programs and initiatives. This position is an integral member of the Center for HSL staff and supports the Center assisting with the following areas:

- Facilitate development of the Inclusivity, Diversity, and Equity Advancement (IDEA) initiative to create a more inclusive Honors space
- Conduct annual program evaluations and statistical analyses to assess demographics and performance of Honors program
- Provide training and supervision to Honors mentors, teaching assistants, and student staff for their continued growth and accountability
- Research service learning, community engagement, global citizenship, social justice, and leadership practices for implementation into Honors
- Develop and maintain working relationships with partners in the greater campus community
- Organize and coordinate effective implementation of Honors initiatives and events such as Research Day, Infinite Honors, Honors retreats, and various mentorship programs
- Offer additional assistance to students as needed with research, outreach, etc.

**LEARNING OUTCOMES:**

As a result of successful completion of the this Graduate Assistantship, the student will:

- Demonstrate assessment skills using both qualitative and quantitative methods.
- Model appropriate and effective techniques for supervising student and professional staff related to issues of morale, behavioral expectations, conflict resolution, and performance issues

- Develop as a social justice-oriented professional capable of establishing and maintaining community initiatives and relationships for systemic change
- Become more intentional with student engagement and critical scholarship
- Learn organization skills necessary to balance multiple ongoing responsibilities
- Apply advanced leadership skills pertaining to motivating, influencing, inspiring and empowering others to contribute to the effectiveness and success of an organization

**COMPENSATION:**

This position is remunerated with graduate, in-state tuition for up to 10 credit hours per semester as well as a stipend for 16-hour work and begins in early August of each calendar year. The actual amount of the tuition and/or stipend is individually calculated for Master's or Doctorate degree students.

**QUALIFICATIONS**

*Minimum Qualifications:* Successful candidates for this GA position will have an understanding of student development and leadership theory and practice. Candidates must demonstrate strong written and verbal communication skills and a commitment to working with diverse student populations as well as operating from a framework of social justice. Candidates for this position must be team oriented and work with a high level of self direction and initiative. Candidates must also be able to schedule 16 hours per week during the office hours of Monday through Friday 8:00 a.m. – 6:00 p.m.

*Preferred Qualifications:* It is preferred that candidates for this position have a commitment to and understanding of global and community engagement theories and practice. Experience with service-learning, community based learning, and/or action research is a plus. Additionally experience in qualitative and quantitative research and evaluation methods and analysis is highly desirable. Candidates with teaching or teaching assistant experience will also be given preference.

Candidates whose dissertation or areas of research work parallel to HSL's mission and goals are encouraged to apply.

**TO APPLY:**

Submit Cover Letter  
Resume OR Curriculum Vita

To Loree Crow at [loree.crow@unco.edu](mailto:loree.crow@unco.edu) by Friday, May 14, 2021.

Applications submitted by Monday May 10, 2021 will be given priority.