



## Division of Student Development Graduate Assistant (GA) Recruitment AVAILABLE OPENING: 2024-25

**About Saint Louis University:** Founded in 1818, Saint Louis University is one of the nation's oldest and most prestigious Catholic institutions. Rooted in Jesuit values and its pioneering history as the first university west of the Mississippi River, SLU offers more than 13,500 students a rigorous, transformative education of the whole person. At the core of the University's diverse community of scholars is SLU's service-focused mission, which challenges and prepares students to make the world a better, more just place.

**About the Division of Student Development:** The Division of Student Development is driven by the mission to provide programs, services and experiences that help students develop as leaders. Our goal is to help shape students into successful graduates who are holistically formed, critically reflective and socially and personally responsible. The Division is comprised of fourteen departments, and employs over 200 professional staff who support both graduate and undergraduate students and initiatives at the University.

**Divisional Statement on Diversity:** In support of Saint Louis University's Jesuit mission, the Division of Student Development is committed to maintaining an environment of mutual respect and dignity for people of all backgrounds and cultures. It is our mission to encourage and support a thriving and diverse community among our staff and students. We honor the differences in our community, whether they be age, ability, race, religion, gender identity and expression, sexual orientation or socio-economic background, and prepare our students to thrive in a multicultural, diverse society. Our efforts are grounded in cultivating awareness, inclusion and engagement through intentional experiences, events and programs that demonstrate our commitment to excellence.

The Division of Student Development employs over 40 graduate assistants who work closely alongside administrative staff to fulfill the mission of the University. The Division strongly believes in supporting the education of aspiring higher education professionals, and our staff are committed to providing meaningful, immersive learning opportunities for graduate students. We offer mentoring, supervision, and holistic support in a cohort based model, aligned with Catholic, Jesuit teaching.



## Division of Student Development

### Graduate Assistant (GA) Recruitment

### 2024-2025

**Position title:** Learning Communities Graduate Assistant

**Hiring Department:** Housing and Residence Life

**Supervisor:** Learning Communities Coordinator

**Position description:** The Learning Community Graduate Assistant (LCGA), is a 10-month, live-in graduate assistantship that works directly with professional and student staff to establish and sustain the total development of the Learning Community student population through practices of community engagement, reflection, faculty connection, and co-curricular experiences. The LCGA is supervised by the Learning Community Coordinator (LCC), under the advisement of an Assistant Director, and works collaboratively with the Learning Community team to provide direction for student learning and academic success while co-managing the overall administrative, supervisory, and community experiences for a Learning Community program of 500-700 first and second year students.

#### **Job Responsibilities:**

##### Supervision, Developing, and Advising

- Assist in the training and supervision of up to 18 Learning Community Peer Mentors
- Regularly meet with Peer Mentors individually, as directed by the LCC, to discuss progress on goals or opportunities for new initiatives or projects
- Advise the Learning Community Association comprised of 18 elected first year students by serving as a support, resource, and staff liaison, including attendance at all meetings and programs
- Assist in the development and execution of the Department's Residential Curriculum with Learning Community emphasis
- Assist in the development and maintenance of facilitation guides and translation of learning outcomes via curricular and co-curricular events such as student and staff interactions, student facilitated programs, and large scale LC events
- Attend weekly LC staff meetings to communicate upcoming events, discuss community concerns, and facilitate professional development experiences related to the goals of the student staff position

#### Community & Faculty Collaboration

- Act as an LC liaison to 1-3 learning communities by working collaboratively with LC Faculty, Peer Mentors, and in-hall staff to develop learning opportunities and a positive LC experience
- Assist with in-hall learning community initiatives
- Assist the LCC in the facilitation of large scale LC community initiatives supported by a residential curriculum

#### Academic Support

- Collaborate with the Learning Community Academic Coordinator to provide academic readiness opportunities for LC students
- Monitor and promote study groups, study sessions, writing and tutoring in the residence halls

#### Administrative Responsibilities

- Assist the Learning Community Coordinator and Learning Community Academic Coordinator with the general administrative and managerial functions of the Learning Community program
- Provide written reports as needed and in a timely manner
- Participate in department and/or division-wide committees, trainings, task forces, and professional development activities
- Serve as a purchasing agent for program and event supplies for LC events

#### Assessment & Marketing

- Maintain database of current on-campus alumni (juniors and seniors) as well as graduated alumni
- Create a video with students of each learning community about their engagement experience in the program
- Experience working with assessment and benchmarking for the Learning Communities

#### Qualifications:

- Possess a bachelor's degree in any field prior to the start date
- Enrolled as a fulltime student in a graduate program at Saint Louis University at the time of employment
- Submit academic transcripts to verify full-time enrollment and/or good academic standing
- Maintain GPA requirements as determined by graduate program
- Be willing to submit to a state and national criminal history and background check

**Compensation:** \$1350/month

**Tuition scholarship:** \$9750/year

Optional enrollment in SLU's graduate student health insurance coverage. If personal coverage through SLU is waived, this benefit is forfeited (has no cash value).

#### Additional compensation:

- A furnished, air-conditioned apartment within Robert May Hall with cable, internet service, utilities, and connection-free laundry access.
- Professional development and extensive training opportunities within the department, the division of Student Development, and the University at-large

- Furnished working space
- Paid university parking
- University gym membership
- University bookstore discount

**Dates of appointment:** July 2024- May 2025 with possibility of extension based on length of graduate program and job performance

To apply, send a cover letter, resume, and your response to at least one (1) of the questions linked to [here](#) to [reslife@slu.edu](mailto:reslife@slu.edu).

**Questions about this position:** To inquire about this opportunity available at Saint Louis University, please contact us at: [reslife@slu.edu](mailto:reslife@slu.edu) or (314) 977- 2811