

**2023-2024 Graduate Assistantships  
Resident Education & Development**

**Department Assistantships:**

- Audre Lorde Social Justice House
- Living-Learning Communities
- Marketing
- Organizational Development
- Residential Leadership Initiatives

**General Responsibilities for All Positions:**

- Meet with supervisor on a weekly basis.
- Post and hold office hours, at least 10-15 hours a week, as agreed upon by supervisor.
- Build relationships with students and campus partners across campus.
- Support ongoing data collection and assessment related to programs and student learning outcomes.
- Serve as a member of one departmental committee or task force.
- Provide support for all openings and closings of the residential communities.
- Participate in all departmental meetings, training, recruitment, and development initiatives.
- Other duties as assigned by supervisor.

**Qualifications:**

- Applicants must be enrolled full-time in a UC graduate program.
- Demonstrate strong written and verbal communication skills.
- Ability to interact with diverse populations within the UC community.
- Strong organizational, time management, and interpersonal skills.
- Must have an understanding of and be committed to college student development.
- Preference will be given to candidates with academic success, advising, social justice training, marketing or program planning experience dependent on the position.

**Compensation:**

- Total salary of \$15,000 paid out in biweekly increments

**Benefits:**

- A furnished on-campus apartment
- Dining meal plan

**Employment Dates:** July 24, 2023 - May 3, 2024

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## 2023-2024 Graduate Assistantships Resident Education & Development

The **Graduate Assistant for the Audre Lorde Social Justice House** supports the core values of Resident Education & Development (RED) by assisting in the development and implementation of the Audre Lorde Social Justice House. The Audre Lorde Social Justice House offers gender inclusive housing and is designed for students interested in social justice. The House is an opportunity for interested students to live in a welcoming and supportive environment within the on-campus residential community.

The GA will report directly to the Academic Initiatives Coordinator and work 20 hours per week. This is an optional live on-campus position that includes the expectation of eating in our Dining Centers to promote community development for staff and students. This position may be required to work some evenings and weekends throughout the academic year.

### **Responsibilities:**

- Develop, coordinate, and implement a program curriculum for students in the community based on social justice, student development, and RED's core values.
  - Design a monthly newsletter including upcoming programs, campus events, and hot topics in the media to be sent to students in the community.
  - Develop a plan for marketing and recruiting students for the upcoming academic year.
  - Co-advise student delegation at campus, regional, and national conferences, meetings, or other initiatives.
  - Assist with social justice initiatives within the department.
  - Work closely with hall staff for student concerns, community issues, and planning events.
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## 2023-2024 Graduate Assistantships Resident Education & Development



The **Graduate Assistant for Living-Learning Communities** supports the core values of Resident Education & Development (RED) by assisting in the development of various initiatives to support the academic mission of the University of Cincinnati. These initiatives include the Living-Learning Communities management, faculty relationships, additional programming, and efforts designed to improve residents' academic success.

The GA will report directly to the Academic Initiatives Coordinator and work 20 hours per week. This is an optional live on-campus position that includes the expectation of eating in our Dining Centers to promote community development for staff and students. This position may be required to work some evenings and weekends throughout the academic year.

### **Responsibilities:**

- Oversee the planning, marketing, and implementation of departmental LLC signature programs.
  - Provide LLC residents, faculty, and staff with monthly newsletters containing information on campus-wide programs/initiatives.
  - Co-facilitate LLC monthly check-ins with RED professional staff and campus partners.
  - Directly advise the Women in Science Living-Learning Community.
  - Assist in the programming logistics and implementation of LLC programs across campus.
  - Assist in the coordination of marketing information and staffing for all large-scale Admissions events.
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## 2023-2024 Graduate Assistantships Resident Education & Development



The **Graduate Assistant for Marketing** supports the core values of Resident Education & Development (RED) by assisting in the development of marketing initiatives to support the academic mission of the University of Cincinnati. This position will also spend 7-10 hours with the Division of Student Affairs marketing team.

The GA will report directly to the Associate Director and work 20 hours per week. This is an optional live on-campus position that includes the expectation of eating in our Dining Centers to promote community development for staff and students. This position may be required to work some evenings and weekends throughout the academic year.

### **Responsibilities:**

- Coordinate an integrated social media strategy across platforms and create original content for use.
  - Attend events on campus to capture and highlight the department's community engagement efforts.
  - Oversee departmental signage for residential communities.
  - Support ongoing marketing needs and initiatives for staff.
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## 2023-2024 Graduate Assistantships Resident Education & Development



The **Graduate Assistant (GA) for Organizational Development** supports the core values of Resident Education & Development (RED) by assisting with various initiatives and special projects. Some of these initiatives include our residential community tours for UC Admissions events, the RA resource rooms, and departmental recognition.

The GA will be expected to work 20 hours per week; 15 of the 20 hours must be during standard business hours of Monday-Friday 8:00 AM-5:00 PM. This is an optional live on-campus position that includes the expectation of eating in our Dining Centers to promote community development for staff and students. This position may be required to work some evenings and weekends throughout the academic year.

### **Responsibilities:**

- Oversee the planning and implementation of residential community tours for all Admissions events throughout the academic year.
  - Assist with a variety of departmental recognition events throughout the year.
  - Manage the Resident Advisor resource rooms for readiness and efficiency.
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## 2023-2024 Graduate Assistantships Resident Education & Development

The **Graduate Assistant (GA) for Residential Leadership Initiatives** promotes the core values of Resident Education & Development (RED) by assisting in the advising of the two preeminent student leadership organizations:

- Residential Housing Association (RHA)
  - RHA strives to improve residential life by serving, advocating, and representing on campus residences.
- National Residence Hall Honorary (NRHH).
  - NRHH shall strive to provide recognition for those students living in the residence halls who have shown outstanding service and who have provided leadership in the advancement of residence halls.

The GA will serve as the primary advisor to NRHH and co-advisor to RHA. The GA will report directly to the Area Coordinator overseeing the Advising Committee and work 20 hours per week. This is a required live on-campus position that includes the expectation of eating in our Dining Centers to promote community development for staff and students. This position may be required to work some evenings and weekends throughout the academic year.

### **Responsibilities:**

- Oversee the programmatic and advocacy initiatives of RHA and NRHH to ensure that these initiatives reflect the needs of residential students.
  - Manage the Leadership Initiatives budget totaling approximately \$50,000 by exercising fiscal responsibility.
  - Implement training and ongoing development sessions for executive board members in conjunction with the Bearcat Experience.
  - Directly advise NRHH executive board members and 2-3 RHA executive board members via 1:1s and support.
  - Attend all RHA and NRHH meetings, programs, initiation ceremonies, retreats, banquets, as well as other RHA/NRHH events or initiatives.
  - Co-advise student delegation at regional and national conferences, meetings, or other initiatives.
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