



## General Job Description

Applicants selected as Graduate Assistants (GAs) will assume teaching or research responsibilities associated with the OTD program. GAs may have teaching assignments, assist with research projects or perform associated scholarly tasks. Whenever possible, assignments are aligned with the interests and skills of the GAs. Graduate Assistantships have the combined purpose of providing:

- Ø meaningful learning experiences beyond the standard curriculum for students who serve as GAs;
- Ø financial support for students who serve as GAs; and
- Ø valuable assistance to the academic program to support faculty teaching and research.

To be eligible for a GA position, a student must be enrolled full time in the OTD program. Students who are selected to serve as GAs must maintain a minimum GPA of 3.5. Incoming OTD students may apply for the GA positions during the Spring semester of the first year in the program.

1. Applications will be accepted through \_\_\_\_\_ (see application on pages 3 & 4).
2. Students who have been awarded a GA position will be notified by April 30<sup>th</sup>.
3. GAs will begin their assignments in the Summer Semester of year one, and continue into the Summer Semester of year two.
4. Students who have been awarded a GA position may be rehired in year two.
5. GA positions are paid on an hourly basis at the WNE Graduate Student pay rate.
6. GA time commitments range from 5 hours per week to 15 hours per week.

## Examples of Graduate Assistant Duties

conducting literature reviews  
interacting with library staff  
researching project designs  
collecting data for the IRB process  
identifying funding sources  
collecting data  
analyzing data  
preparing manuscripts  
preparing presentation materials  
conducting other administrative tasks associated with research



Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone #: \_\_\_\_\_ Student ID \_\_\_\_\_

Mailing Address during academic year:

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Spring Semester, 20\_\_\_\_\_

Please circle rating which most accurately describes your skill/experience in each area listed below (one rating per category). Needs Support (1); Moderate (2); Moderate/High (3); High (4); Exceptional (5)

| Initiative |   |   |   |   |
|------------|---|---|---|---|
| 1          | 2 | 3 | 4 | 5 |

