University of Northern Iowa
Center for Educational Transformation

Position Title:
Graduate Research Assistant for the Center for Educational Transformation

Reports to:
Dr. Lisa M. Hooper, Director for the Center for Educational Transformation

Terms of Employment:
- For the spring semester: 20 hours per week, beginning January 14, 2019 and ending May 10, 2019. Does not include the week of Spring Break.
- Preference will be afforded to individuals who are available during the day.

Compensation:
- Full-time assistantship salary for 2018-2019 is $5176.
- Salary is prorated on a weekly basis for late start.
- Graduate Assistants may qualify for in-state tuition and fees.
- Graduate Assistants receive University holidays and do not work during Thanksgiving Break, Spring Break, or the interims between semesters.
- For more information on the Graduate Assistantship System and procedures: http://www.grad.uni.edu/assistantships/

Position Description:
As a graduate research assistant, you will assist with the procedures associated with the conceptualization and conduct of ethical, culturally responsive research. Your duties may include:
- Conducting literature reviews
- Writing annotated bibliographies
- Writing abstracts and presenting papers for conferences
- Writing papers literature reviews or other parts of manuscripts
- Conducting interviews and focus groups
- Cleaning and managing data
- Data analysis
- Attending Center meetings
- Assisting in locating and writing grants
- Measurement development
- Traveling to schools or other community agencies (i.e., conducting research activities off campus)
Qualifications:
- Must be a full-time, degree-seeking student in a UNI graduate program.
- Must be enrolled in 9 qualifying graduate-level credit hours each semester of assistantship.
- Maintain a Plan and a cumulative GPA of at least 3.00. First semester graduate students must have an undergraduate GPA of at least 3.00.
- Some research experience preferred
- Some interest in research topics related to diversity and culture preferred
- Some interest in formal and informal human helping (e.g., coaching, counseling, law, medicine, nutrition, psychology, social work, teaching)

Application Process and Deadline:
To apply, please email the completed Application Form for Graduate Assistantship (available at http://www.grad.uni.edu/assistantships), vita, and one letter of recommendation to Ms. Holly Boehmer at holly.boehmer@uni.edu.

Applications received by November 26, 2018 will be given preferential consideration.