

New/Extended Call for Applications
One Half-Time GRADUATE ASSISTANTSHIP for Academic Year 2018-19
Available in the
UMBC DEPARTMENT OF EDUCATION

UNIVERSITY OF MARYLAND, BALTIMORE COUNTY, Department of Education invites applications for the following graduate assistant positions for the 2018-2019 academic year. A part-time graduate assistant is expected to work ten hours a week. The graduate assistant will receive full tuition remission for a maximum of six credits of course work or thesis research each fall or spring.. Tuition remission does not apply to summer and winter classes. This Graduate Assistantship position is open to Ph.D. and Master's level students; Ph.D. status is preferred.

Graduate Assistantship Position available in the Education Department for
2018-2019 Academic Year:

1/2 Graduate Assistantship for TESOL Program

Responsibilities:

Duties include:

- Assisting with preparation and teaching of all program courses and learning experiences connected with field placements and internships
- Maintaining program records and databases
- Helping with advising of students
- Maintaining communication with program applicants
- Working on program and department projects related to teaching, research, and program evaluation
- Helping plan and facilitate departmental events and meetings

Required Qualifications:

- Full admission to UMBC Graduate School with a GPA of 3.0 or better
- Open to Ph.D. or Master's level students with strong interest in TESOL education
- Must be available to work in the position for at least two semesters, but longer is preferred

Desired Qualifications (Please address these in your letter of application)

- Teaching experience of any type is helpful but not required (TESOL preferred)
- Strong interpersonal skills
- Technology skills
- Research skills
- Administrative assistant skills
- Other pertinent skills or talents
- Ability to multitask and prioritize

- Ability to work independently on projects

Compensation:

Students awarded a part-time graduate assistantship receive a stipend, up to 6 graduate credits with tuition remission, and an individual health benefit.

Application Procedure:

Write and email a **letter of introduction** and resume to Susan M. Blunck, Ph.D., Graduate Program Director, Department of Education. In the application letter, state your qualifications and describe what skills and talents you can bring to the department, keeping in mind the required and desired qualifications listed above. Please state in your letter when you intend to begin your internship if you are an Education graduate student pursuing certification. You are also required to include at least a one page **resume** with your letter of introduction. **Please email your materials to both Dr. Susan M. Blunck (blunck@umbc.edu) and Nikki Monczewski (nikkim@umbc.edu) as soon as possible but no later than by August 6, 2018. Position is open until filled.**

Deadline:

Applications should be submitted as soon as possible but no later than the August 6, 2018, deadline. Please note, students who responded to our earlier August 1, 2018, deadline **DO NOT** need to reapply as those applications will be included and reviewed for the position advertised here.

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