

Lesbian, Gay, Bisexual, Transgender (LGBT) Center

Position: Graduate Assistant for the LGBT Center

Supervisor: mx. delfin w. bautista, MSW, MDiv., Director of the LGBT Center

Position Description:

The Lesbian, Gay, Bisexual, Transgender Center advances the diversity mission of Ohio University by creating a university environment and community inclusive and supportive of sexual orientation, gender identity/expression, and queerness. We focus on the unique academic, cultural, and social needs of LGBT students, faculty, staff, alumni, and members of the wider community. As an academic support unit, we strive to enhance students' learning and engagement as well as increase the retention of LGBT students. Our broader influence emerges from providing resources, educational opportunities, social gatherings, and LGBTQ justice initiatives to ALL students, faculty, staff, alumni, and community members at Ohio University and beyond. The role of a Graduate Assistant varies depending on their interests in working with queer identities at OHIO. In general, the Graduate Assistant helps to fulfill the center's mission through the following roles:

- Assist in the administrative functions of the LGBT Center; provide supervision and mentorship to undergraduate student staff
- Assist in planning and implementing programs for the LGBT Center, working collaboratively with the director, student staff, academic units, student organizations, and university departments
- **SafeZone Facilitator:** Assist in facilitating SafeZone trainings and serving as a facilitation resource/support and trainer. In addition, assist with the development of SafeZone 201 curricula to address the expanding needs of the OHIO and SE Ohio communities (issues related to race, wider spectrum of orientation and gender, international community, etc).
- **Graduate Outreach:** develop programming that engages graduate student community and address their needs (social, academic, and professional) by collaborating with Graduate Senate, Graduate College, and other graduate serving organizations.
- **Academic / Curricular Engagement:** collaborate with the Director, center staff, and other D&I Offices in integrating LGBT and queer scholarship into the curriculum (guest lecturing, developing training modules for different academic disciplines, etc).
- **Center Involvement and Promotion:** Serve on and provide administrative support to various LGBT groups/committees/taskforces; Attend regularly scheduled staff meetings and participate in departmental and divisional activities; Maintain office hours and attend bi-weekly supervision meetings;
- **Develop Own Project:** create and develop a project based on own interests and passions (ie: specialized training for Housing and Residence Life, Mental Health Community, Education and Counseling Program, etc)
- **Other Duties:** Assisting with Public Relations and Social Media outreach; assist with the updating of office materials (brochures, guides, website); collaborate with other Graduate Associates in the Office for Diversity and Inclusion and other university departments; other duties as assigned.

This position currently has no anticipated openings for the 2019-2020 academic year

To apply, you will need your resume, cover letter, a list of professional references, and your autobiographical sketch/personal statement. You may apply for **up to six** graduate assistantships at Ohio University. **For general questions on the GA application process, please contact:** Elizabeth Stermer, Graduate Assistant for the Office of the Dean of Students at es933317@ohio.edu or (740) 593-1800.

Questions regarding the above position should be directed to: mx. delfin w. bautista, Director of the LGBT Center, 740-593-2515, or at bautista@ohio.edu.