# OHIO UNIVERSITY

— Office of Diversity & Inclusion

# Multicultural Programs

**Position**: Graduate Assistant for Multicultural Programs

**Remuneration**: Minimum \$9,000 (CSP tuition waiver)

**Contact Person**: Winsome Channu-Brayda

## **Position Description:**

The Graduate Assistant will assist the Director and Associate Director in developing and coordinating programs and opportunities that are educational, recreational, social and cultural for African American, Hispanic/Latino, Asian/Pacific Islander and Native American students.

### Specific responsibilities:

- Assist in the planning and implementation of campus-wide programs: Hispanic Heritage Month, American Indian Heritage Month, Asian/Pacific Islander Heritage Month, Kwanzaa, Black History Month, Sibs Weekend and Unity Fest;
- ➤ Co-advise the Black Student Cultural Programming Board (BSCPB); includes attending weekly executive board meetings (Monday @ 6 pm) and all programs, speakers, events unless class conflict.
- Assist in implementing various office programs.
- Assist in developing and implementing new programs to promote cultural awareness outside of the historical commemorations;
- Attend weekly MCP staff meetings and participate in departmental and divisional activities;
- Work with individual students and organizations to assess the programming needs of African American, Asian/Pacific Islander, Hispanic/Latino and Native American students.
- $\triangleright$  Maintain daily office hours; includes evening hours (5/6 9 pm) one day per week.
- > Twenty (20) hours per week required; includes office hours one evening per week; some evening and weekend commitments; fulfilling other assigned duties; must be available to participate in staff orientation and training during week prior to opening of fall semester.

#### This position is currently filled for the 2019-20 school 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**: Winsome Chunnu-Brayda, Strategic Director for Diversity and Inclusion and Multicultural Programs (740) 597-2111, or at <a href="mailto:chunnu@ohio.edu">chunnu@ohio.edu</a>

