

## Student Assistance, Advising, and Teaching—Improving Retention at Ohio University

<b>Position:</b>	Graduate Assistant, Allen Student Advising Center (ASAC)
<b>Remuneration:</b>	Minimum \$12,000 (plus tuition waiver)
<b>Contact Person:</b>	Angela Lash, Director

### Position Description:

Allen Student Advising Center staff members teach the first-year seminar course for undeclared students, provide academic advising for students from many majors, and provide intervention programs for students who have underperformed academically. This position is an excellent fit for graduate students who are passionate about actively participating in the academic success of first and second year undergraduate students. ASAC graduate assistants gain a wide variety of experiences that prepare them to enter professional advising positions in academic affairs.

Under the guidance and direction of Angela Lash and Antonique Flood, seven graduate assistants form a team of academic interventionists that make a difference every day in the lives of Ohio University students by:

- Teaching UC 1000 (first year seminar course) during fall semester and acting as the primary academic advisor for the students in their class throughout the year.
- Preparing for and presenting Academic Success Workshops for students placed on academic probation and following up with attendees.
- Meeting weekly with Turning Points (academically dismissed and reinstated) students.
- Serving as a study skills coach, helping students develop strategies that support their academic success
- Participating in monthly multicultural competency trainings to effectively work with students, faculty and staff from diverse backgrounds.
- Providing a range of assistance and advice to walk-in students.
- Assisting with the implementation of My OHIO Success Network, which identifies struggling students.
- Collecting, reporting, and evaluating data on student participation in programs.
- Facilitating exit and reentry interviews for students who are withdrawing or returning to Ohio University.
- Collaborate with Allen Center professional staff on selected auxiliary project based on personal interest.
- Participating in ASAC weekly staff meetings, University College staff meetings, University Academic Advising Council meetings, and other opportunities for professional development.
- Contacting at-risk students to intervene and make referrals as appropriate.
- Representing the Allen Student Advising Center at academic and admissions events, responding to students' emails and voice mails, and performing other duties as assigned.

To learn more about this meaningful work please visit our webpage at [www.ohio.edu/advisingcenter](http://www.ohio.edu/advisingcenter)

GA is expected to be inclusive, equity-oriented, and diversity-aware, which aligns with the institution's expectations of diversity and inclusion. We seek a candidate committed to working with people holding similar or different world views while advocating for inclusion of all people.

**How to apply:** Please complete the online application at <http://www.ohiouniversityjobs.com/postings/32284>

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:** Lindsey Ward, Associate Director for Leadership, Inclusion, and Staff Training in the Career & Leadership Development Center at [wardl@ohio.edu](mailto:wardl@ohio.edu) or (740) 593-2909.

**Questions regarding the above position should be directed to:** Angela Lash, Director of the Allen Center, [lash@ohio.edu](mailto:lash@ohio.edu), (740) 566-8888.

