LEARNING COMMUNITY PROGRAM
GRADUATE ASSISTANT POSITION
CENTER FOR LEARNING AND STUDENT SUCCESS

The Center for Learning And Student Success (CLASS) at Florida Atlantic University (FAU) is seeking a graduate student to assist with all aspects of the institution’s Learning Community (LC) program.

The LC Program at FAU offers incoming freshmen the opportunity to enroll in a shared course schedule with students of similar interests and/or majors. We have two types of curricular Learning Communities: Residential Learning Communities (RLCs) and Commuter Connections Learning Communities (CCLCs).

The role of the LC Graduate Assistant may include:

- Maintaining the Owl Central platform for students’ experience submissions
- Coordinating LC events and programs
- Marketing and advertising the LC program to recruit students
- Training & supervising the Learning Community Liaisons (peer mentors)
- Assisting in the LC course selection and registration process
- Assisting in the planning and implementation of the LC program during summer
- Coordinating LC events and programs
- Evaluating and assessing the LC program
- Managing the LC program’s social media and electronic communication
- Providing additional assistance related to the LC program and overall CLASS office functions as needed

Applicants must be enrolled, as a degree-seeking graduate student starting either the Summer 2016 semester (preferred starting semester) or Fall 2016 semester. The minimum GPA requirement is at least a 3.0 (undergraduate GPA for a first-semester graduate student will be used). Preference is given to those who are enrolled full-time (9 semester hours) in the Higher Educational Leadership Program through the College of Education. The position includes a 100% graduate tuition waiver (not inclusive of fees) plus $11/hour for 20 hours each week. This position is on a semester-by-semester basis with the possibility of continuation pending performance review and funding.

Skills required: Strong written and verbal communication skills, ability to manage small groups and to provide student assessments and feedback in an effective manner, proficiency in Microsoft Office and enthusiasm!

Application Process: Please submit Cover Letter/Letter of Interest, resume, and a list of three professional references and your fall class schedule via e-mail to Carole Lachs (carolelachs@fau.edu), Director, Learning Community Program.