E-LEARNING ACADEMIC SUPPORT
GRADUATE ASSISTANT POSITION

In collaboration with The Center for eLearning, the Center for Learning And Student Success (CLASS) at Florida Atlantic University is seeking a graduate student to assist with all aspects of the institution’s eLearning Academic Support programs.

CLASS provides academic support for many face-to-face “high-risk” courses (ones that have historically high DFW rates) and/or courses that may enroll “at-risk” populations. With the growing wave of classes being taught online, there is a need to provide online academic support and other support services for the growing online student population. The eLearning Graduate Assistant will work with the Coordinator of eLearning Success to develop, implement and manage various initiatives that will foster online student success at FAU.

Position Details:

1. Assist with the selection, on-going training and monitoring of eTutors.
2. Provide timely support for students who need assistance navigating FAU’s learning management system (LMS) and/or other educational technologies.
3. Create, update and maintain various resources designed to foster online student success.
4. Explore various educational technologies that could enhance student success or the delivery of CLASS academic support services.
5. Implement creative social media marketing campaigns to promote CLASS events and increase utilization of CLASS academic support services.
7. Additional assistance related to the eTutoring program, and overall CLASS office functions as required (such as helping to create eTutoring schedules, implementing electronic marketing campaigns, answering phones, etc.)

Applicants must be enrolled, degree-seeking graduate students whose GPA is at least 3.0. 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! Prior experience in an eLearning environment and with FAU’s LMS is preferred.

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 Ronald R. Johnson (rjohnson@fau.edu), Director of Academic Support for the Center for Learning and Student Success. Candidates will be contacted and offered an interview.