

## GRADUATE ASSISTANTSHIPS

### Human Services Program Administration

In Human Services Program Administration, graduate assistantship positions are available for a 9-month duration beginning in the fall and continuing through the spring semester. The weekly work obligation is 18-19 hours. A monthly stipend is accompanied by a tuition waiver (does not include fees waiver) for both the fall and spring semesters. An additional summer tuition waiver is usually available that can be used the summer before OR the summer after the assistantship academic year. All appointments and benefits are contingent on available funding.

Applicants must:

1. Be in the process of application or admitted into the MS in HSPA degree program;
2. Document a GPA of 2.75 or higher; and
3. Provide a completed application file for consideration by the faculty in HSCL.

**Human Services & Community Leadership GA Description:** Regularly provide recruitment coverage for campus and off-campus events; provide general GA support for the HSCL program; provide office support; coordinate with faculty sponsors of student organizations in HSCL in the planning, implementation, and evaluation of student-led programming; and complete other duties as assigned.

**Preferred background and skill set:** Experience with service learning and volunteerism; demonstrated leadership and organizational skills; warm and friendly interpersonal communication competence; proficiency with technology; and documented scholarly presentation skills.

**Child & Family Life Education Center GA Description:** Assist faculty with the implementation of HSL 3853 and HSL 4851; serve as lead facilitator for the toddler program; function as a member of the CFLEC staff; provide recruitment and other support the HSCL program; and complete other duties as assigned.

**Preferred background and skill set:** Documented experiences in the Child & Family Life Education Center; compliance with DCFS licensure requirements; documented excellence in child development courses; high ethical record of undergraduate education; and demonstrated ability to work well with other, including peers, staff, young children, and families.

## GRADUATE ASSISTANTSHIPS

### DEPARTMENT OF HUMAN SERVICES & COMMUNITY LEADERSHIP

# “How do I apply?”

Application deadline is February 15th for the following academic year though you are highly encouraged to get your application in early as the positions are competitive.

Application process for GA positions in HSPA:

1) Prior to applying for a Graduate Assistantship, an application for admission as a degree seeking candidate must be on file in the Graduate School. All documents submitted for the MS in HSPA application will be reviewed for Graduate Assistantship positions.

2) Complete on-line [Graduate Assistantship application](https://www.eiu.edu/graduate/GAapplication/GAappl.php): <https://www.eiu.edu/graduate/GAapplication/GAappl.php>

3) Ask three professional references to complete this form: <https://www.eiu.edu/mhs/machform/view.php?id=13006>

4) Complete the graduate assistant application: <https://www.eiu.edu/mhs/machform/view.php?id=12063>