Molloy College

Request for Graduate Assistantship/Graduate Research Assistantship Position

Division/Department: Social Work

Supervisor’s Name and Title: Dr. Laurie Maldonado, Assistant Professor

Graduate Assistantship Position Title: Research Assistant

Check One: Graduate Assistantship [ ] Graduate Research Assistantship [ ]

Please identify the areas you feel best suits your position for a graduate assistant (check all that apply):

- [ ] MBA
- [ ] Criminal Justice
- [ ] Education
- [ ] Nursing
- [ ] Music Therapy
- [ ] Speech Language-Pathology
- [ ] Clinical Mental Health Counseling
- [ ] Education – Ed.D.
- [ ] Nursing Ph.D.
- [ ] Nursing DNP

Please describe the major duties and responsibilities of this position:

Research Assistant (RA) would assist on various scholarly projects that include literature review, peer-review articles, academic conference presentations and collecting secondary data. The literature review project is currently published, and the RA would support to update and include additional relevant publications to “Single-Parents in Context” with Oxford Bibliography. RA would assist on reading articles and providing critical feedback on qualitative and quantitative methods. RA would help to prepare academic conference presentations. RA would help manage data policy indicators from many countries from existing data sets (Luxembourg Income Study, OECD Family Database, WORLD Policy, Leave Network, etc.)

Please list the knowledge, skills and abilities necessary for this position:

An experienced, organized, excellent oral and written communicator. A student that is detail-oriented and a self-starter. A student that is enthusiastic and interested in learning about research methods and content area on single-parent families, social policy, international, and cross-national data. Proficiency in Microsoft Office Suite Word, Excel, & PowerPoint.

Please detail the schedule of hours of work for this position (Must add up to 150 hours per semester):
Flexible [ ] or please list hours needed:

Do you have a graduate assistant currently in this position that you will be returning next year?

- [ ] Yes [ ] No

If yes, Name ________________________________

Supervisor's Signature: ________________________ Date: ________________________

Dean or Department Head’s Signature: ________________________ Date: 11/4/2019

Please return to the Kathleen Maurer Smith
Dean for Graduate Academic Affairs (K009)
ksmith@molloy.edu