Molloy College

Request for Graduate Assistantship/Graduate Research Assistantship Position

Division/Department: Communication Sciences and Disorders

Supervisor’s Name and Title: Susan Alimonti, Graduate Director/Associate Dean

Graduate Assistantship Position Title: Graduate Assistant

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

Please identify the areas you feel best suit 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:
The successful candidate for this position will assist with research projects, (may include literature review, co-writing proposals and submissions, data collection and participating in presenting work), will assist with student recruitment and possibly student mentorship, and teaching. This person will also engage in community outreach, organization of service projects, and public speaking.

Please list the knowledge, skills and abilities necessary for this position:
The successful candidate will demonstrate excellent oral and written writing skills, and will take initiative in various projects and roles. They must also be proficient in Excel, Powerpoint, Microsoft Word, Canvas and be willing to learn to regularly utilize programs and instrumentation such as but not limited to, PRAAT, SonaMatch, Eprime, etc. Flexibility is essential to the position as is a willingness to expand one’s comfort zone in professional and scholarly activities.

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: 11/8/2019

Dean or Department Head's Signature: __________________________ Date: 11/8/2019

Please return to the Kathleen Maurer Smith
Dean for Graduate Academic Affairs (K009)

ksmith@molloy.edu