Molloy College
Request for Graduate Assistantship/Graduate Research Assistantship Position

Division/Department: CSD
Supervisor’s Name and Title: Louisa Ferrara, Assistant Professor
Graduate Assistantship Position Title:

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:
Assist with course preparation in regards to adaptive learning strategies, video clips for visual representation of materials being covered and sharing knowledge from their current clients in clinic (if applicable).
Assist with examination/assignment development, preparation and grading.
Assist with research data collection, data analysis and literature searches for manuscripts.

Please list the knowledge, skills and abilities necessary for this position:
Ability to use Word, Excel and Power-point
Strong organizational skills.
Ability to multi-task.
Adequate time-management strategies.
Good with deadlines

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: At least 10 hours a week.

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: 11/6/2019
Dean or Department Head’s Signature: ____________________________ Date: 11/7/19

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