

**Molloy College**

**Request for Graduate Assistantship/Graduate Research Assistantship Position**

Division/ Department: Communication Sciences and Disorders

Supervisor's Name and Title: \_\_\_\_\_  
Louisa Ferrara Assistant Professor

Graduate Assistantship Position Title: Teaching 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:**  
The successful candidate will assist me in designing, preparing and conducting classes. Assistance with creating and running active-learning strategies, group activities, in-class case studies and hands-on learning will be a large component of their role, as well as assisting with assignment design. This individual will also mentor undergraduate students with their course presentations as part of their teaching experience. Weekly meetings will be held to discuss all plans and to report progress.

The successful candidate will also assist me in designing, writing, editing research study documents and manuscripts; entering, manipulating or editing raw data; and creating presentations for national meetings.

**Please list the knowledge, skills and abilities necessary for this position:**  
Excellent oral and written communication skills are required. Sincere interest and enthusiasm in learning about teaching and taking initiative for active-learning activities are qualities that are essential for the position. Setting aside blocks of time to dedicate to these activities is a must. Prior experience teaching/mentoring, or a specific interest for doing so, would be helpful.

Interest in research on neonates with feeding and swallowing disorders encouraged.

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: \_\_\_\_\_ 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: *Louisa Ferrara* Date: 11/7/19

Dean or Department Head's Signature: Susan Alimonti Date: 11/6/2020

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