



Center for Learning And Student Success
Undergraduate Studies
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Online Student Success Graduate Teaching Assistant Position

In collaboration with the Center for Online and Continuing Education, the Center for Learning and Student Success (CLASS) at Florida Atlantic University is seeking a graduate student to assist with all aspects of the department's online academic support programs.

CLASS provides numerous in-person and online academic support services (e.g., peer facilitated tutoring) for students enrolled in some of the most difficult undergraduate courses at FAU. Working closely with the eSuccess Student Service Manager and other center leadership, this position will support all operations associated with our online tutoring and online academic coaching programs. This is a great opportunity for graduate students interested in student development, Appreciative Education, student supervision, staff training, academic support services, academic coaching and/or educational technology.

Some responsibilities of the Online Student Success Graduate Teaching Assistant will include:

- (1) Meet with online undergraduate students during personalized academic coaching sessions to assist with time management, study skills, educational technology literacy, and online student engagement.
- (2) Support the training, evaluation, and ongoing supervision of student staff, especially those assigned to online courses.
- (3) Collect, monitor, and report on student utilization data associated with the department's online academic support programs.
- (4) Additional assistance related to the overall CLASS office functions as required (such as helping create tutor schedules, implementing electronic marketing campaigns, answering phone inquiries about our services, etc.)

Applicants must be admitted for a graduate program starting in either the summer 2022 semester or fall 2022 semester. Preference will be given to individuals who are able to work in summer 2022 (even if they are not yet enrolled in courses). Students must be enrolled as a full-time, degree-seeking graduate student and maintain a minimum 3.0 GPA throughout their graduate studies to be eligible for a graduate tuition waiver (in-state tuition waiver only). In addition to the graduate tuition waiver (waives in-state tuition for 9-10 credits in fall and spring not inclusive of fees), the selected graduate assistant will earn \$15, depending on experience and qualifications, for up to 20 hours each week. This position is on a semester-by-semester basis with the possibility of continuation pending performance review and funding. The selected candidate must commit to working a minimum of one summer semester.

Skills required: Strong written and verbal communication skills; ability to manage and evaluate student staff in an effective manner, proficiency with educational technology such as Microsoft Office, Canvas, and Zoom; and most importantly enthusiasm for supporting students! Preference for individuals with a history of academic success in college-level online courses.

Application Process: Please submit cover letter/letter of interest, resume, and a list of three professional references to Patrick Dempsey (pdempse2@fau.edu), Interim Director of the Center for Learning and Student Success. Candidates will be contacted and offered an interview.