

**Graduate Assistant- Student Affairs (Delta Impact Grant)**  
**20-Hour Assistantship Position**  
**ACADEMIC YEAR: 2019-2020**

The Graduate Assistant reports to the Principle Investigator of the Delta Impact Grant. S/he is considered a paraprofessional member of the Student Affairs Office. S/he will assist in the hiring and training of peer educators who will train the campus community in Interpersonal Violence Prevention using a bystander intervention model.

Primary Duties and Responsibilities:

- Assist in the selection and hiring of undergraduate Peer Educators.
- Assist in the training of undergraduate Peer Educators.
- Conduct trainings and presentations on campus specific to the prevention of interpersonal violence, specifically as it relates to sexual assault and domestic violence.
- Assist in the collection of data that will be reported to the Center for Policy and Research.
- Serve as a resource to students who want to learn about IPV (Interpersonal violence) prevention.
- Other duties as assigned.

Essential Functions:

- Ability to communicate effectively, both orally and in writing.
- Ability to relate and work effectively with a diverse student population.
- Ability to utilize computer technology such as Microsoft Word and PowerPoint.
- Ability to prepare and keep accurate records and files.
- Excellent organizational skills and attention to detail.
- Ability to behave ethically and maintain confidentiality.
- Ability to work cooperatively and collaboratively with student, staff, faculty and the general public.

Qualifications:

- Full time graduate student accepted into an APSU graduate program with interests in working with and developing undergraduate students. An interest in preventing sexual violence on campus and in our community. Able to maintain flexible hours and work evenings and weekends for special events and peak times.
- Must maintain a minimum 3.0 GPA

Preferred Qualifications:

- Graduate students pursuing a degree in Education; Social Work; Psychology; Public Health Education; Counseling; Health Administration

Primary Contact:

*Jo Baldwin, Director Student Conduct & Case Management*

*Phone: (931) 221-7341*

*E-Mail: baldwinj@apsu.edu*