

## Graduate Research Assistant

### Department of Social Work

#### Job Description

This is a 20-hour per week position. The Graduate Research Assistant is assigned to work under the supervision of one or more Social Work faculty or staff personnel. Responsibilities may vary from semester and may include assistance with any phase or multiple phases of an individual faculty member/team's research, including review of literature, qualitative or quantitative data collection, data analysis, or related tasks. As the departmental self-study nears, the focus of the position may shift toward institutional/departmental research and compilation of self-study documents. The position may report to the Department Chair, Graduate Coordinator, or other faculty member dependent upon the particular assignment.

The ideal applicant will have the following attributes.

- Excellent writing skills
- Completion of at least one Research Methods course at either the undergraduate or graduate level, with a final grade of B or better
- Capacity to work both independently and as part of a team
- Ability to handle sensitive/confidential information in a professional manner
- Preference will be given to MSW students
- Preference will be given to individuals with an understanding of both quantitative and qualitative methods