Position Title: Graduate Assistant (GA)/Green Dot Program

Reports to: Leah Gutknecht, Assistant to the President for Compliance and Equity Management and Title IX Officer

Terms of Employment:
- For the fall semester: 20 hours per week, beginning November 27, 2023 (at the earliest) and ending December 15, 2023.
- For the spring semester: 20 hours per week, beginning January 16, 2024 and ending May 10, 2024. Does not include the week of Spring Break.

Compensation:
- Full assistantship stipend in 2023-24 is $5,558.00 per semester. Stipend is prorated on a weekly basis for late start.
- GAs may qualify for in-state tuition and fees.
- GAs receive University holidays and do not work during Thanksgiving Break, Spring Break, or the interims between semesters.
- For more information on the GA system and procedures: http://www.grad.uni.edu/assistantships/

Position Duties:
- Program Planning: Assists with the transition to the Green Dot program and the campus-wide rollout; assembles a campus network of faculty and staff to support Green Dot efforts; coordinates with Green Dot representatives as to program protocol; and consults with other Green Dot institutions to learn best practices.
- Facilitation of training and events: Schedules and executes Green Dot training and programs for the campus community; coordinates all event details; and partners with Green Dot representatives.
- Program Evaluation: Conducts assessment and data tracking for ongoing evaluation of the position; creates and maintains attendance and related data for training and events to understand the campus-wide impact.
- Public Speaking: Delivers presentations to faculty, staff, and students about gender violence prevention/Green Dot training.
- Campus Outreach: Develops an anti-violence advocate student group to support culture change and further training to organizations; organizes educational resources and promotes them to the campus community via the UNI website and social media; and develops community partnerships to support culture change in all spaces that UNI students occupy.

General Qualifications:
- Must be a full-time, degree-seeking student in a UNI graduate program.
- Must be enrolled in 9 graduate credits each semester of assistantship.
- Maintain a UNI cumulative graduate GPA of at least 3.00. A newly admitted graduate student must have at least a 3.0 GPA for undergraduate or previous graduate work of at least eight graded credit hours.

Required Qualifications:
- Demonstrated skills in leadership, communication, public speaking, and the ability to work professionally with students. Strong verbal and written skills using clear, accurate, and professional communication are essential.
- Experience working with students of diverse educational, racial, ethnic, gender, sexual, and cultural identities.
• Must have ability to keep information confidential and be dependable and reliable with excellent follow-through.
• Demonstrated ability to be self-motivated and conduct oneself in a highly professional manner.
• Experience discussing and educating others on the topic of gender-based violence strongly preferred.
• Ability to work 20 hours per week; some evening and weekend hours may be required.

**Application Process and Deadline:** To apply, email a resume and a completed Application Form to leah.gutknecht@uni.edu.

UNI actively seeks to enhance diversity and is an Equal Opportunity/Affirmative Action employer. The University encourages applications from persons of color, women, individuals living with disabilities, and protected veterans. All qualified applicants will receive consideration for employment without regard to age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other basis protected by federal and/or state law.