

Graduate Assistant for Cultural Engagement
Office of Inclusion and Belonging
Division of Belonging and Student Affairs
Marquette University

General Description

The Graduate Assistant for Cultural Engagement serves in an academic year appointment working approximately 20 hours per week. This individual is responsible for several long-term and short-term projects, which may include educational and social programming, student leadership development, and event staffing. The period of employment will extend over the course of the academic year and may possibly include times for personnel or student training and development of office initiatives. The Graduate Assistant is expected to undertake all responsibilities in a manner that reflects the values of Marquette University and the Division of Belonging and Student Affairs.

Additional duties or tasks may be assigned by the Division of Belonging and Student Affairs Leadership, the Director, or Assistant Director of the Office of Inclusion and Belonging, beyond the responsibilities listed below.

General Responsibilities:

Programming

Aligned with ACPA/NASPA Competencies: Student Learning & Development (SLD), Social Justice & Inclusion (SJI), Leadership (LEAD); Jesuit Principles: Cura Personalis (Care for the Whole Person), Magis (Striving for Excellence), and Solidarity & Kinship (Community)

- Design, planning, and implement programming that supports community building, awareness and education (e.g. Hispanic/Latinx Heritage Month, Native American Heritage Month, Black History Month, Asian Pacific Islander Desi American History Month, and Unity Graduation).
- Connect and collaborate with campus and community partners to develop and design programs and services to educate and support student learning and development
- Coordinate and facilitate the Multicultural Student Council (MSC) to foster community between student organizations and leadership skill development

Student Support and Advocacy

Aligned with ACPA/NASPA Competencies: Advising & Supporting (A/S), Social Justice & Inclusion (SJI), Ethical Professional Practice (EPP); Jesuit Principles: Cura Personalis, Faith that Does Justice

- Engage with students and assist with advocacy and support for all students who come into the Center for Engagement and Inclusion
- Facilitate conversations and interactive activities that foster a welcoming and inclusive intersectional environment in the Center for Engagement and Inclusion
- Develop and implement social justice education and leadership opportunities for students.

Supervision

Aligned with ACPA/NASPA Competencies: Leadership (LEAD), Organization & Human Resources (OHR), Assessment, Evaluation, and Research (AER); Jesuit Principles: Magis, Cura Personalis, Discernment

- Directly supervise related student staff including goal setting and evaluating progress and performance
- Assist with the interviewing, selection, and training of student staff members
- Attend and actively support departmental supervision efforts, including supervisor staff meetings and student staff trainings.

General Qualifications

- Currently enrolled (or acceptance for enrollment) into a Marquette graduate program. Prefer students pursuing a degree in college student personnel, educational leadership, counseling, or related field
- Strong oral and written communication skills
- Commitment to, knowledge of, and/or experience with multicultural education, community service programming, leadership development, and student activities
- Commitment to values compatible with and supportive of Marquette's mission as a culturally diverse, Catholic, Jesuit university
- Availability to work some nights and weekends when needed in order to ensure a quality student experience is an expectation for the position

Preferred Qualifications

- Direct or related experience working with students from traditionally underrepresented populations, e.g. underrepresented racial, ethnic and religious communities, LGBTQIA+, women, undocumented, and/or first-generation students
- Experience (including undergraduate experience) in diversity, inclusion, and/or social justice education and programming. This can include LGBTQIA+ or Women's and Gender related work but is not required
- Demonstrates knowledge and ability around topics related to social justice ideals and concerns, including, but not limited to equitable support for underrepresented and minority identities, issues with systemic and social power dynamics, reflection upon privilege and its impact, and the contexts and implications of multiple and intersecting identities

Remuneration

- Standard Graduate Assistantship Stipend (Current year stipend: \$20,000 for a 10-month term)
- 12 Graduate scholarship credits per year