

Appalachian State University
The Division of Student Development
Graduate Assistantship
Inclusion & Engagement

Inclusion, diversity, social justice and engagement initiatives are integral to the successful execution of the mission of Student Development, as well as the University strategic plan. These initiatives are opportunities for the Division of Student Development to offer support, programming, and advocacy across departments to students and the campus community.

This collaboration will occur between and within departments in the Division of Student Development, the larger campus community, and off-campus partners. This position, in addition to coordination of specific initiatives, will offer leadership development through dialogue, facilitated workshops and presentations, and leadership development. This position will also assist in identifying opportunities for integration of social justice education across the Division of Student Development, including but not limited to training and leadership development consultations for University Housing, UREC, ACT, Career Development, and Student Engagement & Leadership.

The Graduate Assistant position responsibilities include:

- Sustained Dialogue Institute
 - Advise student working committee
 - Co-supervise student coordinator
 - Serve as member of Advisory Board for Sustained Dialogue on campus
 - Coordinate Advisory Board meetings and agendas, moderator recruitment, moderator training, and overall Sustained Dialogue schedule for each semester
 - Coordinate moderator and circle participant recruitment and selection
 - Co-coordinate moderator training and associated logistics
 - Develop and execute marketing plan, including managing website, AppSync, and Facebook page

- Intersect Social Justice Retreat(s)
 - Serve as member of Advisory Board for the Intersect Social Justice Retreat(s)
 - Co-coordinate facilitator selection, facilitator training, participant selection, and logistics
 - Assist with marketing, outreach, and recruitment efforts

- Equity In Action Conference
 - Serve as member of Advisory Board for the Equity in Action Conference
 - Attend weekly meetings with Equity in Action Planning Board
 - Advise Equity in Action Planning Board which includes: managing room reservations, budget oversight, advising individual board members on specific position responsibilities, on-site management during event, etc.
 - Serve as Liaison for Equity in Action Planning Board to campus partners

- Education & Outreach
 - Assist in creation and presentation of training sessions for student leadership teams and volunteers and educational workshops by request for faculty, staff, and students
 - Serve as a liaison in a coordinated effort through ACT to create and sustain a mutually beneficial partnership between student groups and the Junaluska Community via Junaluska Heritage Association
 - Assist with presentations and collaboration with other Student Development offices, including but not limited to University Housing's Residential Curriculum and other office's student leader trainings
 - Assist with marketing campaigns and recruitment associated with above mentioned Social Justice Initiatives
 - Attend various department staff meetings, as needed
 - Complete other duties as assigned

The graduate assistantship in Student Development requires working an average of 20 hours per week for a total of 750 hours per academic year. This person will report to the Associate Director of Student Engagement & Leadership, however due to the collaborative nature of this position, this graduate assistant will work with various professional supervisors throughout Student Development and open communication about their performance will be shared to offer accountability and consistency.

Additional qualifications include:

- An undergraduate bachelor degree
- Prefer demonstrated knowledge and involvement in social justice issues

Examples include, but are not limited to: age, race, ethnicity, gender, sexual orientation, socioeconomic status, ability, etc.