

Student Academic Services Center
TRIO Student Support Services – Graduate Student Assistant III

Program: TRIO Student Support Services (TRIO SSS) serves low-income, first generation students and other underserved students, including students with disabilities and former foster-care youths. We cultivate a sense of belonging, achievement and leadership while valuing individual and unique needs. Through mentoring, academic support, one-to-one counseling/advising, advocacy, tutoring, financial aid and financial literacy, referrals to campus resources, and social/cultural programming, SSS supports the overall development of participants to increase retention and graduation rates. The program is 100% funded through a grant for the U. S. Department of Education for its operation and the funds are subject to renewal on a five-year grant cycle.

Position: Graduate Assistants support TRIO SSS in meeting its program objectives, service and evaluation plan as specified in the grant proposal. This position assists the program retain and graduate program participants through student development, advocacy and program assessment.

Job Responsibilities: Provide academic skill development and advocacy to program participants. Monitor program participants academic progress. Provide coaching and advocacy as needed. Plan, coordinate and implement skill development workshops. Data entry and management. Assist program director with implementation of program evaluation plan. Required

Qualifications: A current graduate student at CU Boulder maintaining good standing in either a Master's or a Doctoral degree program, any field, either part-time or full-time. A background check is required.

Preferred Qualifications: Experience working with underserved student populations, including classroom experience with inclusive pedagogy. Experience in data collection and analysis. Experience with Qualtrics or similar software to assist with program evaluation. Strong organization skills and attention to detail. Strong skills and accountability working remotely. Group facilitation and public speaking skills.

Hours: 5-15 hours per week. Flexible hours.

Hiring Hourly Wage Range: \$20-23 per hour

Benefits: All Undergraduate and Graduate Student Positions are hired as Student Hourly, and are not eligible for tuition remission. Work Study is used, if awarded and available, but not required for hire.

Benefits are limited, but include possible Student Retirement, and Sick Leave that accrues at a rate of 0.034 sick hours per every 1 hour worked. Additional information can be found here: <https://www.cu.edu/employee-services/benefits-wellness/student-employee>

To Apply: Send a letter of interest and resume via attachment to: Loretta.Wahl@colorado.edu