

# LGBTQ Graduate Assistant Position

Office of Human Resources, Diversity & Inclusion

The Office of Human Resources, Diversity & Inclusion and the LGBTQ Coordinator are looking to hire a Graduate Assistant to assist with LGBTQ+ programming, support, and other initiatives. This position would have special focus with Rivera House, our LGBTQ+ Living Learning Community.

## Preferred Qualifications:

- Experience working with LGBTQ+ students in the higher education setting.
- Comfortable and confident in discussing LGBTQ+ topics, usage of LGBTQ terminology, and an understanding of various social, economic, political, intellectual and cultural contributions and factors which impact the LGBTQ+ community.
- Excellent oral and written communication skills
- Ability to work select evenings and some weekends.
- Proficient in working with and producing content for social media, specifically Instagram.

## Compensation:

All Graduate Assistants at SUNY New Paltz are paid a \$2,500 stipend per semester in addition to receiving a waiver for 6 credits of graduate tuition per semester. Graduate Assistants must maintain a 20 hour per week schedule to be eligible for this compensation. For more information about the GA compensation and requirements, review the following E-Brochure.

## Job Description:

*Duties may include, but are not limited to:*

- Create, implement, and institute various programs and events for LGBTQ+ identified students.
- Serve as a liaison for Rivera House and The Office of Human Resources, Diversity & Inclusion (LGBTQ Coordinator) and the Office of Residence Life.
- Cultivate marketing initiatives for the promotion of Rivera House and other LGBTQ initiatives on-campus.
- Develop innovative social media content in order to inform and connect with current and prospective students regarding Rivera House and campus LGBTQ+ initiatives.
- Orient new students to the Rivera House Living Learning Community.
- Form and implement assessment of the Rivera House LLC and other LGBTQ+ related programs
- Implement routine check-ins with coordinators and students within the Rivera House program.
- Support the LGBTQ+ Allies Program by co-facilitating workshops, updating content, and more.
- Research LGBTQ+ support and community building initiatives in place at other institutions.

## To Apply:

To apply, please submit a letter of interest and resume to Emma Morcone, LGBTQ Coordinator/Title IX Coordinator, at [morconee@newpaltz.edu](mailto:morconee@newpaltz.edu)