Office of Greek Life and Intercultural Programs Graduate Assistantship (BSU, ISO, NPHC)

The Department of Student Development designs and implements programs and services that support retention, learning safety and the overall success of students at Auburn University.

The National Pan-Hellenic Council (NPHC) is the official coordinating agent for nine historically Black Greek letter fraternities and sororities. NPHC and its member organizations have a profound commitment to providing community service and promoting the welfare of the campus and community. NPHC serves as the communication link among the affiliate organizations. NPHC develops and supports programs designed to meet the needs of the Auburn campus and community.

The Black Student Union (BSU) represents the interest of African-American Students at Auburn University by encouraging involvement in all campus activities and organizations. BSU constantly promotes the Auburn Spirit and tradition of excellence by heightening cultural awareness and developing friendships between ALL Auburn University students.

The International Student Organization Improves multi-national understanding and promotes relationships between people of different cultures by providing leadership and programming for Auburn University students. ISO helps ease the process of adaptation for international students at Auburn University and actively promotes diversity and beneficial interaction between international and domestic students through educational programs and services. ISO represents undergraduate and graduate students from 80 + countries outside the United States.

Minimum Qualifications
1. Bachelor's degree;
2. All candidates must be either current Auburn University graduate students, OR will be enrolled for the 2012-2013 academic year. Proof of acceptance or class schedule may be required;
3. Excellent written communications skills;
4. Strong interpersonal skills;
5. Organizational skills and the ability to prioritize and handle multiple tasks;
6. A commitment to team work;
7. Desire to work with students and assist in their development.

Preferred Qualifications
1. Graduate students pursuing master's degree in Higher Education Administration, Adult Education, Educational Leadership, Educational Psychology, or a related field;
2. Prior advising experience with student run programs and/or organizations;
3. Undergraduate experience as a student leader.
4. Membership in a Greek letter organization is preferred but not required.

Expected Roles/Responsibilities for Position
1. Coordinating and working with student leaders
2. Assisting the Assistant Director/Programs Advisor with providing direction and guidance to student leaders as they plan projects, assisting with program advisement, development and planning, publicity, production, assessment, and budget preparation and management;
3. Working with 2 student involvement programs and 1 Greek council: Black Student Union (BSU), International Student Organization (ISO) and National Pan-Hellenic Council (NPHC)
4. Participating in staff trainings and meetings
5. Participating on committees and other programs promoting the Division of Student Affairs and/or Auburn University
6. This position will require occasional weeknight and weekend hours
7. Advise sub-committees, and volunteer groups within the 3 program areas
8. Coordinate membership sustainability and recruitment programs for BSU and ISO
9. Assist in coordinating academic achievement and improvement programs for NPHC
10. Serving as a resource to students