Student Government Association Graduate Assistantship

The Student Government Association (SGA) is the official governing body of the Auburn University Student population. The organization consists of executive, legislative and judicial branches.

www.auburn.edu/sga

Required Job Qualifications

1. Bachelor’s degree;
2. All candidates must be either current Auburn University graduate students, OR will be enrolled for the 2015-2016 academic year. Proof of acceptance or class schedule may be required;
3. Excellent written and oral communications skills;
4. Strong interpersonal skills that would allow for frequent and comfortable conversations with administrators, staff, faculty, and students;
5. Organizational skills and the ability to prioritize and handle multiple tasks;
6. Desire to work with students and assist in their development.

The following qualifications are desired:

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.

Expected Role/Responsibilities for Position

- Advising and working with student leaders;
- Providing direction and guidance to student leaders in planning projects and programs, leadership development, publicity, production, assessment, and budget preparation and management;
- Serving as a resource to students;
- Occasionally running errands to make purchases for students or transport materials;
- Maintaining an organized workspace;
- Participating in staff trainings and meetings;
- Participating on committees and other programs promoting the Division of Student Affairs and/or Auburn University;
- Other duties as assigned;
- This position often requires weeknight and weekend hours.