



## **Graduate Assistant, Civic Learning and Democratic Engagement**

NASPA – Student Affairs Administrators in Higher Education is offering a graduate assistantship to a doctoral student interested in civic learning and democratic engagement. This assistantship will allow the student to continue to develop research and program analysis skills, as well as expertise in civic learning initiatives, as part of a team of researchers, practitioners and higher education experts.

NASPA is the leading association for the advancement, health, and sustainability of the student affairs profession. We serve a full range of professionals who provide programs, experiences, and services that cultivate student learning and success in concert with the mission of our colleges and universities. Established in 1918 and founded in 1919, NASPA is comprised of 13,000 members in all 50 states, 25 countries, and 8 U.S. Territories.

NASPA's commitment to civic learning and democratic engagement is demonstrated through publications, conferences and professional development events, and through [NASPA's Lead Initiative](#) on Civic Learning and Democratic Engagement (Lead Initiative). The Lead Initiative comprises a network of 73 NASPA member colleges and universities committed to encouraging and highlighting the work of student affairs in making civic learning and democratic engagement a part of every student's college education. The Lead Initiative offers unique professional development opportunities, targeted resources, networking, and recognition for its Lead Institutions.

The graduate assistant will provide assistance for NASPA's Director of Civic Learning Initiatives, as well as supporting the Lead Initiative with program support; blog and scholarly writing; and promoting voter engagement activities.

The assistantship will begin in February of 2014 and conclude in the Fall/Winter of 2014. Extensions may be possible based upon both student and NASPA interest. The graduate assistant position requires approximately 20 hours of work per week. Both local and remote candidates will be considered. Work hours can be arranged to accommodate the student's class schedule or other obligations. The graduate assistant will receive a stipend commensurate with the amount paid to graduate research assistants at DC-area universities. It may be possible to arrange to have the assistantship count for course credit or as an assistantship with their university.

Prospective candidates for NASPA's graduate assistantship should have strong writing skills; substantial research and professional experience; experience using quantitative/qualitative methods; and an interest in civic engagement, student affairs practice, and higher education

research. Candidates should submit a resume, a short (3 to 5 page) writing sample, and a cover letter summarizing their interests and experience to the attention of Dr. Laura Sponsler, Director, Civic Learning Initiatives, at [lsponsler@naspa.org](mailto:lsponsler@naspa.org). Applications will be processed on a rolling basis until the position is filled.

## **NASPA Graduate Assistant**

### ***Scope of Work***

#### **Partnership for Political Engagement**

- Support national political engagement initiative to promote student voter engagement.
- Create and design materials designed to publicize, promote, and share information about the initiative with NASPA members and external audiences.
- Gather, develop, and share implementation strategies for participating institutions including print materials, webinars, and conference presentations.
- Perform evaluation of program through quantitative and qualitative research methods.
- Support the Director of Civic Learning Initiatives and Vice President for Research and Policy on the writing and publication of final report.
- Collaborate with Associations, institutions, and other parties related to supporting political engagement.

#### **Civic Learning and Democratic Engagement**

- Coordinate projects with NASPA's Director of Civic Learning Initiatives related to the Lead Initiative, including but not limited to:
  - Provide support the NASPA Lead Institutions in managing their goals for the 2013 – 2014 year.
  - Provide support for webinars, events, and other professional development opportunities.
  - Help with the recruitment, selection, and notification for the 2014-2015 Lead Initiative.
- Support research projects and writing on the civic learning, democratic engagement and leadership topics through the NASPA Research and Policy Institute.
- Review and analyze data that pertains to the CLDE and leadership topics.
- Work with the Vice President for Research and Policy and the Director of Civic Learning Initiatives to determine the appropriate venues for writing opportunities.

Other duties as assigned.

#### **Benefits:**

- Stipend commensurate with experience and comparable to DC-area higher education program assistantships.
- Funding to attend NASPA professional development opportunities in Baltimore, MD and Miami, FL.

**About NASPA**

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**EEOC Statement**

NASPA is an equal opportunity employer. NASPA does not discriminate on the basis of race, color, national origin, religion, sex, age, gender identity, gender expression, affectional or sexual orientation, or disability in any of its policies, programs, and services.