Position Title:
Pre-professional Graduate Assistant for the Counseling Center with an emphasis on Programming for International Students

Type of Position:
25% to 33% graduate assistantship nine months, beginning fall 2015, with the possibility of a summer hourly position. This position is a pre-professional activity for students in Clinical Psychology, Community Health, Counseling Psychology, Educational Policy Organization and Leadership, Educational Psychology, Medical Scholars, Nutritional Sciences, Psychology, Social Work, Special Education, or Speech and Hearing Sciences.

Description:
Assist in the development and delivery of a variety of programming for international students.

Duties:
* Support members of the International Student Outreach team in development and administration of outreach programs for International Students
* Supervise Counseling Center paraprofessionals working with the International Student Outreach area
* Attend weekly meetings of the International Student Outreach Team.
* Attend weekly supervision meetings with International Student Outreach Chair
* Maintain and update web content for the Counseling Center’s International Student Webpage.
* Coordinate general outreach requests related to International Student Outreach
* Survey pertinent literature and assist with periodic needs assessment and program evaluation.
* Create meeting minutes and keep records for the International Student Outreach Team.
* Develop and coordinate publicity materials for programs
* Provide leadership in collaborating with other campus agencies and organizations to enhance outreach programming efforts and opportunities
* Assist in training of next GA for International Student Outreach.
* Assist with Counseling Center orientations, presentations, and workshops.
* Other related duties as assigned.

Qualifications:
Graduate student in Clinical Psychology, Community Health, Counseling Psychology, Educational Policy Organization and Leadership, Educational Psychology, Medical Scholars, Nutritional Sciences, Psychology, Social Work, Special Education, or Speech and Hearing Sciences. Ability to work with international students is essential. Experience with program development and evaluation is desirable.

Compensation:
Commensurate with current university policies on graduate student stipends and fee waivers. All applicants will be required to fill out a FAFSA form to assess eligibility for Federal Work Study Assistantships.

Application Procedure:
Review of applications will begin March 1, 2015 and continue until the position is filled. To apply for the position please fill out the form found at https://illinois.edu/fb/sec/7779817.

If you have any questions regarding the application and hiring process, please contact Marti Gortner at mgortner@illinois.edu.

If you have any questions regarding the duties of this position, please email Rakhi Sen at sen@illinois.edu.