

**UNIVERSITY OF ILLINOIS URBANA CHAMPAIGN
COUNSELING CENTER**

PRE-PROFESSIONAL GRADUATE ASSISTANTSHIP

Position Title:

Pre-professional Graduate Assistant (PGA) for the Counseling Center with an emphasis on Programming for International Students

Type of Position:

25% to 33% graduate assistantship, nine months, beginning August 16, 2017. This position is a pre-professional graduate assistantship (PGA) geared 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 or other approved academic programs that would meet qualifications for a pre-professional experience.

Description:

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

Duties:

- Conduct general outreach and prevention programming for the Counseling Center
- Provide regular assistance to general counseling center operational demands
- 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
- 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
- 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 or other approved academic programs that would meet qualifications for a pre-professional experience. 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 immediately 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 process, please email Dr. Deidre Weathersby, Associate Director of Outreach and Prevention daweath@illinois.edu