



Graduate School
Graduate Assistantship Opportunities
Academic Year 2025-2026
(September 2025 – May 2026)

Graduate Academic Program Placements (GPP)				
Position Number	Job Description	Recommended Qualifications	Required Work Hours	Assistantship Benefits* *T/F waivers do not apply to classes in an Education or Nursing AOP program
01G25 OPEN	<p>Translation Center Assistant</p> <p>The assistant will be directly involved in the ENG/SPAN and SPAN/ENG translation and proofreading of documents as part of the translation team.</p> <p>The graduate assistant will perform record keeping of incoming documents, including scanning and maintaining a log of each document through the translation process.</p> <p><i>Mentor: Dr. Naida Saavedra</i></p>	<p>Advanced knowledge of Spanish and English. Ability to work independently with minimal supervision. Preferably the student will have completed a course in translation. Must be competent in Microsoft Word, Google Docs, and some prior translation experience is preferred. Must be mature, professional, flexible, and detail-oriented. Ability to protect client/student/dept privacy and respect confidentiality.</p>	<p>15 hours per week when classes are in session during fall and spring semesters; all duties will be completed remotely</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>
02G25 OPEN	<p>Teaching & Administrative Assistant to the Department of History & Political Science</p> <p>The graduate assistant will help support undergraduate faculty in their teaching, which may include classroom or grading responsibilities by assignment. The</p>	<ul style="list-style-type: none"> ● B.A. Degree in History, Political Science, or related field ● Strong writing, organizational and interpersonal skills ● Fluency with Microsoft and Google Suite tools 	<p>15 hours per week when classes are in session during fall and spring semesters.</p> <p>Student availability must include some on-campus weekday hours.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p>successful candidate will also provide tutoring to majors and non-majors in History and Political Science courses. The graduate assistant may also help the department with event planning, social media and student communication or newsletter, archiving department materials, and tasks related to ongoing program and course assessment.</p> <p><i>Mentor:</i> <i>Dr. Robert Smith/Dr. Joshua Koenig</i></p>	<p>(Adobe, Excel, Docs, Files, Forms, Sites)</p>		
<p>03G25 CLOSED</p>	<p>Non-Profit Management/ Public Administration & Policy / Public Management Research/Teaching Assistant</p> <p>Reporting to the program coordinator, the research/teaching assistant will assist in research and teaching activities, as well as administrative activities related to the NPM/MPAP/MPM program in particular, and the Urban Studies Department in general.</p> <p>Duties will include: assisting faculty members with research-related activities such as compilation of sampling frames, participant screening, data collection, data entry, online survey administration, and preparation of poster presentations; assisting faculty members with classroom-related activities including preparation of handouts and other teaching materials; updating department and program websites as directed and</p>	<p>Excellent Microsoft Office Skills, Knowledge of Survey Monkey Software, Good Writing and Communication Skills, Good Organization Skills, Social Media Skills</p>	<p>15 hours per week when classes are in session during fall and spring semesters</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p> <p>POSITION FILLED</p>

	<p>helping to update department social media sites.</p> <p>Mentor: Dr. Shiko Gathuo</p>			
<p>04G25</p> <p>OPEN</p>	<p>Grad Asst for the Nursing Department</p> <p>The graduate assistant will assist with administrative activities, research, programmatic activities, and student support including:</p> <ol style="list-style-type: none"> 1) Record keeping, maintaining electronic databases and files for the nursing program using Google Drive, Google Sheets, and Google Docs 2) Communicate with students via email as needed 3) Provide administrative support in editing and formatting documents using Microsoft Word and/or Google Docs 4) Assist at student events such as orientation/recruitment/open houses 5) Offer teaching support to faculty, including assisting in the preparation of classroom materials and writing support for students 6) Provide other clerical support for the nursing department 7) Assist in research projects under the supervision of faculty <p>Mentor:</p> <p>Dr. Kayla Aliengena/Dr. Cara Cohen</p>	<p>Must be mature, professional, flexible, and detail-oriented. Ability to protect student/department privacy and respect confidentiality. Experience needed with Google Drive, Google Sheets, and Google Docs.</p>	<p>15 hours per week when classes are in session during fall and spring semesters. No predefined hours. Schedule can be flexible.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p> <p><i>(NOTE: Tuition/fee waiver does not apply to courses offered as part of an Education or Nursing accelerated online graduate program.)</i></p>

<p>05G25</p> <p>OPEN</p>	<p>Speech-Language-Hearing Clinical Administrator</p> <p>The graduate assistant will be expected to support the day-to-day operations of our outpatient speech-language pathology center. The successful candidate will be involved in a variety of tasks that assist with managing clinical operations, patient flow, and supporting the educational needs of both students and staff. This position will provide hands-on experience in a clinical setting, working closely with faculty, staff, and students to ensure efficient and effective service delivery. The graduate assistant may be asked to create, assemble and organize materials and packets for use during clinical practicum, ensuring they are current, well organized and ready for student use. They may be asked to design and develop presentations related to practicum classes, clinical responsibilities, and other educational needs of students.</p> <p><i>Mentor: Andrea Quinn</i></p>	<p>Graduate students with a minimum of two academic semesters (e.g. first summer and first fall semester completed) in the WSU Speech Language Pathology program. Must be mature, professional, flexible, and detail-oriented. Ability to protect client/student/department privacy and respect confidentiality. Experience with google documents required.</p>	<p>15 hours per week when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>
<p>06G25</p> <p>x 2</p> <p>1 OPEN</p> <p>1 CLOSED</p>	<p>Graduate Assistant in Speech-Language-Hearing Sciences</p> <p>The responsibilities of the graduate assistants in the Department of Speech-Language-Hearing Sciences will include providing assistance to department members with academic projects including the management of laboratory</p>	<p>Must be matriculated in the graduate Speech-Language Pathology program.</p>	<p>15 hours per week when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p>equipment and in-classroom projects, tutoring undergraduate or graduate students, assisting with design and grading of exams, lecture presentation, and other course management responsibilities. GAs collaborate with faculty in undergraduate events such as informational meetings, orientation, and retention activities. These positions may also entail assisting department members with ongoing scholarship projects including conducting literature reviews and library research, data collection and management, and preparation of materials for submission to HSRB and/ or funding agencies. Additionally, graduate assistants will contribute to the department's presence through content creation, design, and implementation, helping to promote departmental activities, events, and achievements. They will also be responsible for maintaining and updating department bulletin boards with relevant information, announcements, and student resources. The graduate assistants will also provide, on a small scale, department members with administrative support.</p> <p><i>Mentor: Dr. Samantha Scripture</i></p>			
<p>07G25 OPEN x 2</p>	<p>Graduate Assistant in Occupational Therapy</p> <p>The graduate assistant in the Occupational Therapy Department may have duties in the following areas:</p>	<p>Must be an MOT student (post bac or conditional)</p> <p>Must be mature, professional, flexible, and detail-oriented.</p> <p>Ability to protect client/</p>	<p>15 hours per week when classes are in session during fall and spring semesters. Note: Student will not work the assistantship when</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p><u>Teaching Support:</u> The OT graduate assistant will help OT faculty in labs and classes by assisting other students, conducting open labs, setting up equipment, videorecording laboratory practicals, and may also prepare and deliver one or two lectures and educational workshops. This work will be done both face-to-face, as well as online.</p> <p><u>Research:</u> The OT graduate assistant will help individual faculty conduct literature searches and create annotated bibliographies. The OT graduate assistant will also create surveys, analyze data, and will have additional tasks when necessary.</p> <p><u>Administrative:</u> The graduate assistant will help the Chair conduct surveys of all constituents by creating data sets, analyzing the data in SPSS, and then writing up descriptive summaries of the results. Additionally, the graduate assistant will create advertisements and flyers. The graduate assistant will also help maintain and organize supplies and materials.</p> <p><i>Mentor: Dr. Sarah DiMeo</i></p>	<p>student/department privacy and respect confidentiality. Experience needed with Microsoft Word, Excel, Canva, and SPSS.</p>	<p>participating in Fieldwork II.</p>	
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<p>08G25 OPEN</p>	<p>Graduate Assistant for Early Childhood Education</p> <p>Reach out and respond to pre-practicum students and student teachers under the direction of faculty mentor and department chair.</p> <p>Reach out and respond to employees of the Guild of St. Agnes to assist them in accessing continuing education and scholarship opportunities available through Worcester State University.</p> <p>Assist in instructing the Curriculum course being taught at the Mill Street Center at the Guild of St. Agnes.</p> <p>Assist in scheduling the pre-practicum students and student teachers at the Mill Street Center at the Guild of St. Agnes.</p> <p>Maintain attendance records for working at Mill Street Center at the Guild of St. Agnes.</p> <p>Mentor: Dr. Carol Donnelly</p>	<p>Ability to work independently and cooperatively with coordinators and others. Basic knowledge of the focus of the Early Childhood Education program.</p> <p>Ability to communicate professionally and utilize technology.</p> <p>Attention to detail, the importance of accuracy, and effective use of time.</p> <p>Experience using various Microsoft Office software and Google software, as well as other relevant software.</p> <p>Experience and educational background in Speech and Language Pathology or Early Childhood Literacy preferred.</p> <p>Reliable transportation to the Mill Street Center at the Guild of St. Agnes.</p>	<p>15 hours per week when classes are in session during fall and spring semesters</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>
<p>09G25 CLOSED</p>	<p>Graduate Assistant for the Education Department</p> <p>The responsibilities of the graduate assistant are to support the daily operations of the accelerated online programs (AOP) offered through the Education Department. This includes the</p>	<p>The graduate student should:</p> <ul style="list-style-type: none"> ● Have the ability to work independently and cooperatively with other students, coordinators, etc. 	<p>15 hours per week when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p>MEd in Moderate Disabilities, Early Childhood, and Elementary programs. The graduate assistant will support the faculty who oversee these degrees in various aspects of coordinating the programs. Responsibilities may also include support for undergraduate education courses and other education department tasks.</p> <p><i>Mentors: Dr. Christina Kaniu, Dr. Sue Foo, and Dr. Carol Donnelly</i></p>	<ul style="list-style-type: none"> • Have the ability to communicate professionally • Demonstrate attention to detail, the importance of accuracy, and effective use of time • Be resourceful, self-motivated, and take initiative • Have experience working on the various Microsoft Office software, Google products, as well as other relevant software • Have at least intermediate technological knowledge and skills • Have a positive attitude 		<p><i>(NOTE: Tuition/fee waiver does not apply to courses offered as part of an Education or Nursing accelerated online graduate program.)</i></p> <p>POSITION FILLED</p>
<p>10G25</p> <p>OPEN</p>	<p>Graduate Assistant for Reading</p> <p>The graduate assistant will assist the Graduate Reading Coordinator with such tasks as:</p> <ul style="list-style-type: none"> • Communicating and disseminating program resources to students and adjunct faculty • Designing, maintaining, and updating graduate program website • Planning and preparing materials for MTEL preparation workshops • Assisting with research-related activities, including locating and annotating research studies, assisting with revision of works- 	<ul style="list-style-type: none"> • Ability to communicate effectively and professionally when speaking and writing • Excellent computer skills (i.e. Microsoft Office, Excel, Gmail, Website design) • Knowledge of and dexterity with library databases and other research tools • Ability to manage time and work independently • Ability to work cooperatively with individuals in a variety of roles, including other graduate assistants, graduate and undergraduate students, 	<p>15 hours per week when classes are in session during fall and spring semesters. Work days/hours will typically be Monday – Thursday (days/hours negotiable); however, occasional Friday availability (given advance planning) is preferred.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p>in-progress, and collecting data and/or reviewing data when applicable</p> <ul style="list-style-type: none"> • Maintaining and filing student work and related resources • A large portion of the work completed will be online or remote <p><i>Mentor: Dr. Heidi Wojcik</i></p>	<p>professors, administrative assistants, etc.</p> <ul style="list-style-type: none"> • Knowledge of reading research and/or research in related field preferred • Knowledge of education through undergraduate degree in education or similar field preferred 		
<p>11G25 OPEN</p>	<p>Graduate Assistant in Moderate Disabilities Graduate Program/ Faculty & Adjunct Support</p> <p>The responsibilities of the graduate assistant are:</p> <ol style="list-style-type: none"> 1. Assist and communicate with all adjunct faculty on a regular basis to ensure syllabi, resumes, practicum forms, and any other required material such as grades are submitted in a timely fashion. Assist all faculty, full time and adjuncts, in other administrative/clerical work. 2. Market and promote the Moderate Disabilities program by creating marketing materials and holding information sessions at WSU and other college campuses, and school districts (north and west of Worcester). 	<ul style="list-style-type: none"> • Ability to work independently and cooperatively with coordinators and other faculty and staff in the Education Department. • Basic knowledge of the Moderate Disabilities programs. Ability to communicate professionally, utilize technology, and be creative. • Demonstrate attention to detail and effective use of time. • Maintain a high level of professionalism. • Knowledge of Microsoft Access and Excel and other Google tools. 	<p>15 hours per week between 8:30a.m. and 5:00p.m. when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<ol style="list-style-type: none"> 3. Ensure that enrolled students are kept abreast of course schedules and required state assessments, collect and maintain/file student work, and develop questionnaires or surveys to evaluate the effectiveness of the programs. 4. Research current trends, case studies and other materials that are relevant for the program. 5. Work with students to prepare them for the Communications and Literacy MTEL: Reading and Writing. 6. Other relevant duties determined by the program coordinator <p>Mentor: Dr. Sue Foo</p>	<ul style="list-style-type: none"> ● Excellent reading and writing skills. <p>Note: graduate students who have taken or who have good knowledge of the Communications and Literacy MTEL are strongly encouraged to apply.</p>		
<p>12G25</p> <p>2x</p> <p>Year 1 and Year 2</p> <p>--</p> <p>YEAR ONE OPEN</p>	<p>Graduate Assistant for the School Psychology Program Year One</p> <ol style="list-style-type: none"> 1. Assist in recruitment of new WSU School Psychology students 2. Design posters, obtain Coordinator approval and interact with the Printing Office to obtain posters for dissemination 3. Distribute Approved Posters 4. Present information about the School Psychology Program at Graduate Schools, Psychology 	<p>Note: This appointment is renewable for Year 2 upon satisfactory performance</p> <p>Matriculated School Psychology student. Organized and computer savvy. Good communications skills. Strong professional work disposition.</p>	<p>15 hours per week when classes are in session during fall and spring semesters.</p> <p>Year One, the schedule will be determined in collaboration with the program coordinator. Thursday is a probable day to fulfill some of the duties identified.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

<p>YEAR TWO CLOSED</p>	<p>classes or job fairs specific to the program</p> <ol style="list-style-type: none"> 5. Create “social opportunities” for prospective, interested students to ask questions, etc. 6. Continually update School Psychology Website 7. Student Liaison with the National Association of School Psychology 8. Assist with the management of materials library for the School Psychology Program 9. Other duties as determined by the Program Coordinator <p>Year Two—Tues all day on campus or possibly online (see coordinator for exact schedule)</p> <ol style="list-style-type: none"> 10. Assist in the courses: EP-903, EP-904, and EP-905 11. Present topics specified by the Professor (teaching opportunity) 12. Administer competency exams to first year students 13. Score protocols 14. Lead EP 903L and EP 904L Labs 15. Deliver prescribed administration and scoring exercises in Labs 16. Assist students in test administration practice 		<p>Year Two, at least an 8-hour block continuously on Tuesdays</p>	
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	<p>17. Manager of the materials library for the School Psychology Program</p> <p><i>Mentor: Dr. Diane Cooke</i></p>			
<p>13G25</p> <p>CLOSED</p> <p>x 2</p>	<p>Graduate Assistant for M.S. in Management</p> <p>The graduate assistants will assist the graduate faculty, the graduate coordinator of the M.S. in Management program, and the Business Administration and Economics Department in the following ways:</p> <ul style="list-style-type: none"> The graduate assistants will provide administrative support and assistance in continuing the awareness campaign for the 4+ program between the BA undergraduate major and the M.S. in Management graduate program. The assistant will hold drop-in office hours for current, undergraduate business administration majors to provide information about the 4+ program within the M.S. in Management program. They will also assist in activities such as preparation of brochures and/or web-based content, scheduling and helping to conduct information sessions, developing databases for interested students, etc. 	<ol style="list-style-type: none"> 1) Good working knowledge of Excel 2) Preference given to students who are matriculated in the M.S. in Management degree program, and who have completed their undergraduate degree in Business Administration from Worcester State University 	<p>15 hours per week when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p> <p>POSITIONS FILLED</p>

	<ul style="list-style-type: none"> ● The graduate assistants will offer teaching support to the graduate coordinator and to the graduate faculty in the Department of Business Administration and Economics including assisting in the preparation of classroom materials, leading discussion groups, or helping with other instructional activities. Limited grading of objective-question based homework or quizzes may also be assigned. ● The graduate assistants may serve as research assistants for faculty projects as needed by the graduate coordinator and graduate faculty. They may assist professors in conducting research that may lead to a joint public presentation or a joint authorship of a publication. ● The graduate assistants may help with study sessions and/or the tutoring of undergraduate and graduate students. ● The graduate assistants will provide clerical and administrative support for the graduate faculty as needed. This will include the updating of databases and files for the graduate programs in the Department of Business Administration and Economics as organized by the graduate coordinator. Experience 			
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	<p>with Microsoft Excel for PC use is required.</p> <p><i>Mentor: Dr. Abir Bukhatwa</i></p>			
<p>14G25</p> <p>OPEN</p>	<p>ESL Program Graduate Assistant</p> <p>Seeking a graduate student who is interested in language learning, second or foreign language instruction to promote communication among learners from different linguistic/cultural backgrounds, to help language learners understand multiple perspectives of learning and meaning making.</p> <p>The student should have knowledge and/or ability in non-European languages like Arabic, Chinese (Mandarin and other varieties), Hebrew, Farsi, etc. and European languages experience such as Spanish, Portuguese, French, etc.</p> <p>Based upon language and teaching experiences, the graduate assistant will create PowerPoint presentations and class demonstrations to illustrate linguistic and cultural characteristics of English in contrast to one or more of these other languages. The variety of languages presented will help ESL and language graduate students (e.g., Spanish, Communications Science) understand the differences between the phonology, morphology and syntax among these languages, and how these contrasts may</p>	<p>Knowledge of one or more non-European languages like Chinese, Arabic, Hebrew, etc., as well as European languages like Spanish, Portuguese, French, etc.</p> <p>Preferably has EFL (English as a Foreign Language) teaching experiences such as having interned and/or taught abroad.</p>	<p>15 hours per week when classes are in session during fall and spring semesters. Work schedule to overlap with ESL and other graduate offerings possibly with the following schedule: Monday – Thursday 3:30- 7:30 for a total of 15 hours/week.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p>affect language learning depending on the first language (L1) of the English Language Learner (ELL).</p> <p>The graduate assistant will support faculty by researching topics on the linguistics of the language groups noted above to support assignments in the ESL courses. They will develop PowerPoint presentations and reference lists on these topics.</p> <p>The graduate assistant may provide instruction on topics like second language development and English language instruction.</p> <p>The graduate assistant will support the faculty in analyzing and updating syllabi and working on other tasks regarding teacher licensure requirements.</p> <p><i>Mentor: Dr. Margarita Pérez</i></p>			
<p>15G25</p> <p>OPEN</p>	<p>Research, Teaching and Middle/Secondary Post Baccalaureate Support</p> <p>This position will provide program administration and teaching support in the Middle and Secondary Post-Baccalaureate licensure program.</p> <ul style="list-style-type: none"> • Assist in creation and administration of student surveys • Maintain database and files of student information 	<p>Ability to communicate professionally orally and in writing, including strong proofreading skills. Ability to prioritize and work independently. Well-developed organizational and research skills. Comfort with Google and Microsoft Office.</p>	<p>15 hours per week when classes are in session during fall and spring semesters. Work hours will be negotiated based on student schedule, but will include some in person hours one morning per week.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<ul style="list-style-type: none"> • Assist in data management and analysis for purposes of evaluating program • Maintain informational website and create needed content <p><i>Mentor: Dr. Susan Monaghan</i></p>			
<p>16G25</p> <p>OPEN</p>	<p>Faculty Research Support Technician in Biotechnology</p> <p>The graduate assistant will provide technical support within the department which may include:</p> <ul style="list-style-type: none"> • Completion of laboratory safety training and following all laboratory safety procedures • Preparation of materials, samples, cultures and reagents • Assembly and installation of lab equipment • Demonstration and instruction to students and/or other lab users of proper lab equipment operation • Cleaning and maintain laboratory areas and equipment • Maintaining strict protocols for new COVID-19 requirements <p><i>Mentors: Dr. Meghna Dilip</i></p>	<p>Ability to communicate professionally orally and in writing, including strong proofreading skills. Ability to prioritize and work independently. Well-developed organizational and research skills. Interest in research, education, program administration and technology. Ability to use Microsoft Office including Excel, BlackBoard, and Google Tools including Google sites, forms, classrooms, and sheets.</p>	<p>15 hours per week when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

<p>17G25</p> <p>CLOSED</p>	<p>Graduate Assistant in English</p> <p>The Graduate Assistant (GA) will primarily assist with the operations of WSU's Writing Center: training and mentoring undergraduate writing consultants; helping with day-to-day logistics, including scheduling and communications; promoting the Center's resources to the broader campus community; posting updates to the Center's website; and other tasks assigned by the Center's director. The GA will also provide research assistance to English Department faculty members to support their teaching and scholarship and help facilitate various departmental events.</p> <p><i>Mentor: Dr. Elizabeth Bidinger</i></p>	<p>Strong writing and communication skills; ability to complete individual and collaborative projects in a respectful and professional manner; fluency with Microsoft and Google suite tools; interest in education, broadly construed</p>	<p>15 hours per week when classes are in session during fall and spring semesters. Work hours will be negotiated based on student schedule.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p> <p>POSITION FILLED</p>
<p>18G25</p> <p>OPEN</p>	<p>Education Program Support and Data Management</p> <p>The position will provide department support with the Education department licensure, evaluation, and data management processes.</p> <p>The graduate student will administer, organize, and analyze the results of assessments. In addition, the position may assist faculty with online and hybrid teaching in support of students' MTEL and licensure needs.</p> <p>This job requires facility with Microsoft products, especially Excel; Google Suite; and the ability to learn new assessment</p>	<p>Ability to communicate professionally orally and in writing, including strong proofreading skills. Ability to maintain confidentiality. Ability to prioritize and work independently. Well-developed organizational and research skills. Interest in research, education, program administration, program assessment and technology. Ability to use Microsoft Office including Excel, BlackBoard, and Google Tools including Google sites, forms, classrooms, and sheets, as well as the ability/</p>	<p>15 hours per week when classes are in session during fall and spring semesters. Work hours will be negotiated based on student schedule.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

	<p>and data analysis systems. The graduate student for this position will be organized and have the ability to work with minimum supervision, adhere to confidentiality guidelines, be thorough and detail oriented.</p> <p><i>Mentors: Dr. Sara Young and Education Department staff</i></p>	<p>willingness to learn new assessment and data analysis systems.</p>		
<p>19G25</p> <p>x 2</p> <p>1 OPEN and 1 CLOSED</p>	<p>Education Research, Teaching and Program Administration Graduate Assistantships</p> <p>This position will provide undergraduate and graduate program and teaching support in the Education Department, including designing and maintaining program and course websites, newsletters, spreadsheets, and supporting faculty in program administration, program assessment and marketing programs.</p> <p>The GA will also assist in research areas of multicultural children’s literature, literacy, and multicultural/global education. The GA may provide some tutoring or MTEL prep support to undergraduate licensure students, if appropriate given their background.</p> <p><i>Mentor: Dr. Sara Young</i></p>	<p>Ability to communicate professionally orally and in writing, including strong proofreading skills. Ability to prioritize and work independently. Well-developed organizational and research skills. Interest in research, education, program administration, program assessment and technology. Ability to use Microsoft Office including Excel, BlackBoard, and Google Tools including Google sites, forms, classrooms, and sheets.</p>	<p>15 hours per week when classes are in session during fall and spring semesters. Work hours will be negotiated based on student schedule but will include some in person hours on Mondays and/or Tuesdays and the option of some online/remote work.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring) and a stipend of \$18.00 per hour</p>

<< SEE BELOW FOR LIST OF CAMPUS SUPPORT PLACEMENT OPPORTUNITIES >>

Campus Support Placements (CSP)

Position Number	Job Description	Recommended Qualifications	Required Work Hours	Assistantship Benefits
<p>01C25</p> <p>OPEN</p>	<p>Graduate Assistant for Research</p> <p>The Graduate Assistant for Research would work under the Associate Vice President for Academic Affairs, the CTL Faculty Development Specialist, the CTL Faculty Fellow for Equity, the Currents Editor, and the Director of the CTL: Faculty Development Center on key research and creative activity projects and programs, including serving on the Research Advisory Board, supporting internal grant and other research programming, including diversity, equity, inclusion, and justice programming, run through the CTL, supporting the WSU teaching and learning research journal Currents in Teaching and Learning, and helping organize and run the Celebration of Scholarship and Creativity. The position will also include support the CTL as well as individual faculty pursuing external programmatic and research grant funding. The position allows a flexible schedule and some work can be done remotely. This position provides an excellent opportunity to gain experience in the areas of grant writing and program development and coordination, among other research-related activities.</p> <p><i>Supervisors: Henry Theriault, Julie Boisselle, Riley McGuire, Faculty Fellow for Equity (TBD), and '25-26 CTL Director (TBD)</i></p>	<p>Any graduate student in good standing with a commitment to diversity, equity, inclusion, and justice is encouraged to apply. Basic computer skills, including familiarity with Google Docs and Forms, is helpful.</p>	<p>12 hours per week when classes are in session during the fall and spring semesters.</p> <p>Scheduling is flexible and will be coordinated among the Graduate Assistant for Research, Faculty Development Specialist, and Associate Provost</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p>

<p>02C25</p> <p>OPEN</p>	<p>Recreation & Wellness Graduate Assistant</p> <ul style="list-style-type: none"> ● Assist with student staff leadership development / scheduling / training and facility / operations management ● Responsible for the management of the student employee schedules through When to Work, including trades, drops and coverage ● Collaborate with data entry and collection through Fusion, IMLeagues and other software ● Model, promote, and consistently enforce Wellness Center policies and procedures related to access, risk, and safety ● Assist in campus and community wide Social Media engagement efforts linked to programs and membership access ● Responsible for maintaining inventories of equipment within Fusion and make recommendations for the acquisition of new equipment and replacement based on usage and feedback ● Assist in the coordination of collaborative wellness related events/programs and initiatives for the University community, including the Rosen Cancer Awareness Fund ● Develop and implement new additional programming that are consistent with the vision of the department ● Assist in other related department wide events, games and programs when needed 	<ul style="list-style-type: none"> ● Desire to develop knowledge, skills, and abilities to work in a Collegiate Recreation and Wellness setting ● Outgoing personality with exemplary communication and organization skills ● Ability to effectively manage multiple projects and people, while working both independently and with a team of student supervisors ● Strong work ethic and dedication to spreading wellbeing to the campus community ● Ability to work in a fast-paced environment ● Valid CPR & AED certification 	<p>12 hours per week when classes are in session during fall and spring semesters.</p> <p>Hours are flexible based on staffing needs, but may often take place during the evenings and weekends</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p>
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	<ul style="list-style-type: none"> Assist in other related department wide events, games, and programs as a Sports Information Assistant when needed <p><i>Supervisor: John Meany</i></p>			
<p>03C25 CLOSED</p>	<p>Binienda Center for Civic Engagement Program Assistant</p> <p>Events and Programs</p> <ul style="list-style-type: none"> Support Center programs (e.g. logistics, marketing), including MLK Day of Service, Celebration of Service and Summer Fellows Advise communication tools, incl newsletter and annual report Research and develop civic-engagement programming <p>Software Management</p> <ul style="list-style-type: none"> Research and develop programing for implementation of new civic engagement tracking software Advise student service group Woo Serve on potential volunteer opportunities <p><i>Mentor: Amanda Wittman</i></p>	<p>Previous experience with civic/community engagement, service-learning, non-profit or volunteer management, events and programming helpful</p> <p>Interest in supporting civic learning outcomes</p>	<p>12 hours per week when classes are in session during fall and spring semesters.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p> <p>POSITION FILLED</p>
<p>04C25 OPEN</p>	<p>Aisiku STEM Center Graduate Assistant</p> <p>The position of the Aisiku STEM Center Graduate Assistant is to provide support for the activities of the STEM center, including the Peer Assisted</p>	<p>The Aisiku STEM Center graduate assistant should have good organizational and communication skills, as well as strong computer</p>	<p>12 hours per week when classes are in session during</p>	<p>Tuition/fee waiver for up to three graduate courses in the</p>

	<p>Learning (PAL) Program. This program is designed to increase student retention and success by providing academic support to students in key STEM classes through student-led, instructor-supported, group study and review sessions run by trained student facilitators. Responsibilities of the Assistant will include: help organize and plan and support the PAL mentor training and PAL sessions; publicize the STEM Center programs; collaborate with professors who coordinate and lead events; collect and organize data; file and organize the Center's materials; assist in writing and editing brochures, announcements, website engagement, etc.; help with scheduling and maintain the calendar for the center space; help perform observations for PAL sessions; data analysis; and perform other duties as assigned by the Director.</p> <p><i>Supervisor: Dr. Daron Barnard</i></p>	<p>skills: comfortable working with the University Mail, Calendar and Google Drive.</p>	<p>fall and spring semesters.</p>	<p>student's program per term (Fall and Spring)</p> <p>The Aisiku STEM Center will offer the GA a stipend for the 12 hours per week at \$18.00 per hour to provide administrative support for the initiatives of the STEM Center.</p>
<p>05C25 OPEN</p>	<p>Student Accessibility Services Campus Support Placement Graduate Assistant /Academic Coach</p> <p>The SAS Graduate Assistant supports disabled students through academic coaching. Academic coaching primarily consists of supporting the transition from high school to college, building executive functioning skills, developing self advocacy and a sense of belonging, and connecting students with campus resources. This approach uses a student development holistic model focusing on overall wellness and assisting students in achieving</p>	<ul style="list-style-type: none"> • Excellent verbal and communication skills • Comfortable setting and maintaining boundaries that encourage students to build ownership of their learning and academic planning • Outstanding organizational and time management abilities • Potential CSPs must be highly detail oriented and willing to take direction 	<p>12 hours per week when classes are in session during fall and spring semesters.</p> <p>Some flexibility within the following hours: Monday -Friday 8:00am to 5:00pm</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p>

	<p>their academic goals. The SAS CSP plays a crucial role in retaining students throughout their time at Worcester State University (WSU).</p> <p>Responsibilities include:</p> <ol style="list-style-type: none"> 1. Engage with a caseload of at least 10 students, providing weekly and transitional coaching to build study, organizational, and self-advocacy skills. 2. Support Delta Alpha Pi honor society by fostering leadership skills for the executive board, and assisting with planning programs and events. 3. Serve on the Meyers Academic Achievement Scholarship committee. 4. Assist with creation and facilitation of an annual student-centered focus group (Spring semester) to provide the office with meaningful feedback on the services provided. 5. Assist with office responsibilities and collaborate with professional staff. Including but are not limited to: greeting students and visitors to the office, answering phones and general questions about office services, test proctoring and organization, email correspondence, filing, etc. <p><i>Supervisors: Dr. Rachel Graddy, OTD, OTR/L and Dr. Julia Rose Karpicz</i></p>	<ul style="list-style-type: none"> • Ability to engage and interact with a diverse student population with a wide range of differences using a strengths-based approach. Commitment to viewing disabled students as an essential element of diversity, equity and inclusion at WSU. • Aligns well with Occupational Therapy, Speech Language Pathology and Education programs. 	<p>This position is primarily in-person. CSPs will work in the Administration Bldg, Suite 131</p>	
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<p>06C25</p> <p>OPEN</p>	<p>Academic Success Center Graduate Assistant – New Student Support Programs</p> <p>The Academic Success Center graduate assistant will work directly with the Assistant Dean and the Associate Director of Academic Support on programs related to student support, retention, and success. The graduate assistant will focus mainly on the programming geared towards student success. For Fall 2025 and Spring 2026, these programs include New to Woo, student outreach, academic skills support, and other areas where academic support would be needed.</p> <p>Graduate assistant responsibilities will include:</p> <ul style="list-style-type: none"> ● Assist in the development and upkeep of a semester-long workshops series specifically designed for first-year students that focuses on academic support topics like Blackboard, General Education (LASC) requirements, study skills, time management, Academic Support Services at WSU, and the overall transition to college. ● Create marketing materials for this program to be distributed to first-year students, First-Year Seminar faculty, and the campus community. ● Assist in developing a training program for student staff who will provide the workshop series ● Promote all ASC academic support activities via email, social media and traditional marketing tools ● Create assessment tools like surveys to measure the success of academic support programs. 	<p>Applicants should express interest in project management and development, supervision of student leaders and program assessment.</p>	<p>12 hours per week when classes are in session during fall and spring semesters.</p> <p>The CSP GA must work when the Center is open, Monday through Friday between 8:00am and 4:30pm and evening events when they are offered. This position will be required to provide an in-person presence.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring)</p>
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	<ul style="list-style-type: none"> ● Maintain weekly attendance for academic support activities, which will be used for data purposes at the end of each semester. ● Outreach to students identified by First Year Advising staff as needing additional support: students on academic probation, students who failed First Year Seminar, students coming in with a low high school GPA, students with flags in Early Support for academic concerns. <p><i>Supervisor: Jenna Glazer</i></p>			
<p>07C25 OPEN</p>	<p>Career Services Graduate Assistant / Career Development Advisor</p> <p>1. Career Advising & Coaching</p> <ul style="list-style-type: none"> ● Provide one-on-one career counseling to students, assisting with resume and cover letter reviews, interview preparation, and job/internship search strategies. ● Guide students on career exploration, major-to-career pathways, and networking strategies. <p>2. Classroom & Workshop Presentations</p> <ul style="list-style-type: none"> ● Deliver career readiness presentations to classes, student organizations, and campus partners on topics such as resume building, LinkedIn best practices, job search strategies, and professional branding. 	<ul style="list-style-type: none"> ● Strong interpersonal, communication, and presentation skills ● Interest in career development, student affairs, or higher education ● Ability to work independently and collaboratively in a fast-paced environment ● Experience in advising, mentoring, or coaching students is a plus 	<p>12 hours per week when classes are in session.</p> <p>This position is primarily in-person, requiring the incumbent to be present in the office during their scheduled hours. The specific schedule will be coordinated around the student's class schedule to provide flexibility while</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p>

	<ul style="list-style-type: none"> Assist in facilitating career workshops and panels, engaging students in hands-on career preparation activities. <p>3. Student Engagement & Outreach</p> <ul style="list-style-type: none"> Actively promote career development resources and services through tabling events, student organization collaborations, and digital outreach. Support career-related programming by helping to plan and execute events such as career fairs, networking nights, and employer information sessions. <p>4. Resource Development & Special Projects</p> <ul style="list-style-type: none"> Assist in creating career development materials, including handouts, digital content, and presentations. Contribute to special projects as needed, aligning with the Career Development Center's mission to enhance student outcomes. <p><i>Supervisor: Dannie Lacks</i></p>		maintaining consistent support for the Career Development Center	
<p>08C25 CLOSED</p>	<p>Honors Graduate Assistant</p> <p>The Honors Graduate Assistant is an essential member of the Honors leadership team and collaborates with the faculty director and administrative assistant. The Honors GA plays a key role in ensuring student success in the</p>	<p>Preference will be given to graduates of the WSU Honors program or similar Commonwealth Honors Program. Familiarity with campus organizations (Academic Success Center, Residence Life, Commuter Services, Multicultural Affairs, etc.).</p>	<p>12 hours per week when classes are in session.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p>

	<p>program. The responsibilities include, but are not limited to, the following areas:</p> <ul style="list-style-type: none"> • Serve as a peer mentor and peer advisor for the program • Plan and host co-curricular events to foster community and build cultural capital among students • Head the student advisory committee of honors • Communicate with honors students using media tools <ul style="list-style-type: none"> • Keep internal website updated, send weekly newsletter, update calendar, track and monitor student progress in fulfilling program requirements • Assist in recruitment efforts <p><i>Supervisor: Dr. Nicole Rosa</i></p>	<p>Strong oral and written communication and organization skills required. Ability to work independently and as part of a team.</p>		
<p>09C25 OPEN</p>	<p>Student Success Coach (Academic Recovery, Early Warning)</p> <p>Provide holistic support to undergraduate students pm early warning with a focus on minimizing barriers impacting persistence, retention, and completion. Working directly with students, the Student Success Coach is responsible for communicating referrals, interventions, and pathways to support a student's success as they work towards academic recovery.</p>	<p>Preferred Qualifications:</p> <ol style="list-style-type: none"> 1. Experience with Worcester State University 2. Bachelor's Degree from an accredited institution 3. Excellent oral and written communication skills 4. Ability to build rapport and meaningful relationships with students and colleagues. 5. Experience using and comfort with technology (student information systems, primary Microsoft Office, etc.), as well as the ability 	<p>12 hours per week when classes are in session.</p> <p>Hours can be flexible, Monday—Friday, some evenings and weekends</p>	<p>Tuition/fee waiver for up to three graduate courses in the student's program per term (Fall and Spring)</p>

	<p>Responsibilities:</p> <ol style="list-style-type: none"> 1. Assist with implementing intervention strategies to support students who may be of concern through an early alert system notification. 2. Provide academic and personal guidance and referral services to students. 3. Assist with the development, scheduling, and implementation of retention materials, workshops, and training. 4. Provide Success Coaching for a caseload of students on early warning. 5. Utilize available technology and student interactions to maintain ongoing contact with an assigned caseload of students to ensure their persistence and satisfaction toward degree completion. 6. Maintain knowledge of the WSU campus, enrollment processes, academic requirements, and other aspects of campus life that affect students' persistence. 7. Provide in-person, phone, and electronic support to undergraduate students across all disciplines to answer general questions related to university policies and procedures. 8. Assist with student exit assessment implementation and analysis. 9. Perform other duties as assigned. <p><i>Mentor: Dr. Thomas Kelley</i></p>	<p>and willingness to learn new computer-based programs.</p> <ol style="list-style-type: none"> 6. Ability to work well with a diverse group of individuals and be perceptive and understanding of student concerns. 7. Encompass creative problem-solving capabilities. 8. Appropriate handling of confidential information and professional approach to all responsibilities as outlined above. 9. Demonstrate the ability to maintain confidentiality, and adhere to FERPA regulations 10. Willingness to work occasional evenings and weekends as needed. 11. Ability to work independently as well as part of a team. 		
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<p>10C25 OPEN</p>	<p>Multicultural Programming and Outreach Graduate Assistant</p> <p>This position assist the Office of Multicultural Affairs to meet its goals of access, retention, and wraparound services in working with the university students who may identify as first generation, low income and/or ALANA/BIPOC to:</p> <ul style="list-style-type: none"> a) Provide outreach to program participants in both access programs – Upward Bound and Alternatives for Individual Development Program (AID) b) Participate and collaborate with staff to design and implement Saturday Upward Bound Sessions c) In conjunction with OMA staff, coordinate leadership, networking, multicultural student engagement events/activities, and co-curricula development for program participants d) Maintain accurate data, both qualitative and quantitative records, to measure the effectiveness of programming, outreach, and progress <p><i>Mentor: Laxmi Bissoondial</i></p>	<ul style="list-style-type: none"> • Great verbal and written communication skills • Availability to work off-hours including some Saturdays and evenings to accommodate the Upward Bound program and multicultural programming 	<p>12 hours per week when classes are in session.</p> <p>There are approximately 22 Saturdays during the full academic year that students must be available to work for the Upward Bound Program (9:30am – 12:30pm) and remaining hours will be distributed during the week</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring)</p>
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<p>11C25 OPEN</p>	<p>Graduate Student Coordinator for WSU Presidential Student Ambassadors</p> <p>The Graduate Assistantship for the President’s Office is a role that involves managing the Presidential Student Ambassadors (PSA) program. The graduate assistant will be responsible for organizing PSA personnel to participate in specific events, conducting bi-weekly meetings with the Ambassadors, creating and conducting a one-day training session in August, and liaising with different departments across the campus. To learn more about the program, please visit www.worcester.edu/presidential-studentambassadors/</p> <p><i>Mentor: Nikki Kapurch</i></p>	<p>Organization skills, leadership skills, and the ability to plan and run meetings</p>	<p>15-18 hours per week when classes are in session during fall and spring semesters.</p> <p>Hours have not been pre-determined.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring)</p> <p>In addition, this position provides an hourly stipend at minimum wage.</p>
<p>12C25 OPEN</p>	<p>Center for Teaching and Learning Graduate Assistant</p> <p>Responsibilities will support the CTL’s mission to enhance the teaching-learning process at Worcester State University. Faculty play a crucial role in promoting educational growth of students. The CTL provides several different types of professional development programs for faculty to foster innovative teaching techniques and high impact practices, two factors which directly impact student retention in higher education.</p> <p>The graduate assistant’s responsibilities include: help organize and plan events sponsored by the Center; send out announcements regarding events</p>	<p>Qualifications include: strong interpersonal skills, word processing skills, basic knowledge of Excel, attention to detail, ability to work independently, and a sense of professionalism.</p>	<p>12 hours per week when classes are in session.</p> <p>This position does not have pre-defined work hours. However, it requires the GA to be available for the winter and summer institutes which</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring)</p>

	<p>sponsored by the Center; collaborate with professors who coordinate and lead events; help maintain the Center’s website; keep track of data used for the Center’s records; file and organize the Center’s materials; assist in writing and editing the Center’s brochures, announcements, etc.; conduct literature searches related to the Center’s initiatives; and perform other duties as assigned by the Director and CTL staff.</p> <p><i>Supervisors: Dr. Emily Soltano, Julie Boisselle, and Dr. Henry Theriault</i></p>		<p>may occur between semesters. The institutes are typically held on professional development days.</p>	
<p>13C25 OPEN</p>	<p>First Year Seminar (FYS) Graduate Assistant</p> <p>The First Year Seminar (FYS) Graduate Assistant (GA) is a member of the FYS and Peer Mentor program that collaborates directly with the faculty director. The FYS GA contributes to the success of first year students, and their experience in their registered FYS course. The FYS GA also has an opportunity to work with undergraduate peer mentors to enhance their leadership experience. The responsibilities include, but are not limited to, the following areas:</p> <ul style="list-style-type: none"> • Organizing resources for FYS instructors • Communicate with FYS instructors and peer mentors using media tools • Serve as a support for peer mentors and assist in hosting peer mentor community building events • Assist in recruitment of peer mentors • Contribute to the development and maintenance of marketing (i.e. internal website, weekly newsletter, flyers) 	<p>Preference will be given to those applicants who have peer mentor/leadership experience at WSU or their previous institution. Experience with the high-impact practice of first year experience courses is a strength. Familiarity with WSU campus organizations (Academic Success Center, Writing Center, Library Resources, Commuter Services, Residence Life, etc.). Strong oral and written communication and organizational skills required. Team work and independent work completion required.</p>	<p>12 hours per week when classes are in session.</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring)</p>

	<ul style="list-style-type: none"> Assist with assessment of the peer mentor program <p>Supervisor: Dr. Colleen Sullivan</p>			
<p>14C25 OPEN</p>	<p>Title IX (SAVE) Graduate Assistant -- Sexual Violence Prevention & Education Coordinator</p> <p>The Graduate Assistant – Sexual Violence Prevention & Education Coordinator will assist the SAVE Task Force in developing and implementing prevention programs, awareness campaigns, and survivor support initiatives. Key responsibilities include organizing workshops, classroom education, and events focused on sexual violence prevention, healthy relationships, and bystander intervention. The GA will collaborate with campus departments, student organizations, and community partners to promote a safe and respectful culture. Additional duties include supporting outreach and marketing efforts, as well as gathering data to evaluate program effectiveness. This role requires a strong commitment to confidentiality, trauma-informed practices, and fostering inclusive spaces. Some evening and weekend hours may be required with advanced notice.</p> <p>Supervisor: Stephanie Teixeira</p>	<ul style="list-style-type: none"> Enrollment in a graduate program at WSU, preferably in public management/ health, education, or a related field Strong interest in sexual violence prevention, public health, and community education Knowledge of trauma-informed practices and sensitivity to the needs of survivors Ability to plan, coordinate, and execute educational programs and events Excellent communication and interpersonal skills, with the ability to engage diverse groups of students, faculty, and community members Experience working in advocacy, peer education, or community outreach is preferred Ability to work independently and as part of a team Strong organizational skills and attention to detail 	<p>12 hours per week when classes are in session.</p> <p>No pre-defined hours; the position is on-ground with a potential for some hybrid work; availability on some nights and weekends is required</p>	<p>Tuition/fee waiver for up to three graduate courses in the student’s program per term (Fall and Spring)</p>

		<ul style="list-style-type: none">• Familiarity with social media platforms and digital marketing for outreach efforts• Flexibility to work some evenings and weekends as needed		
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