

**Graduate Assistant for LGBTQ+ Initiatives**  
**Office of Inclusion and Belonging**  
**Division of Belonging and Student Affairs**  
**Marquette University**

**General Description**

The Graduate Assistant for LGBTQ+ Initiatives serves in an academic year appointment working approximately 20 hours per week and reports to an Assistant Director within the Office of Inclusion and Belonging. This individual is responsible for several ongoing and short-term projects, which may include educational and social programming, supervision, and event staffing. The period of employment extends over the academic year and may include personnel or student training and development of office initiatives. The Graduate Assistant is expected to undertake all responsibilities in a manner that reflects the values of Marquette University and the Division of Belonging & Student Affairs.

*Additional duties or tasks may be assigned by the Division of Belonging and Student Affairs Leadership, the Director, or Assistant Director of the Office of Inclusion and Belonging, beyond the responsibilities listed below.*

**General Responsibilities**

**Programming**

*Aligned with ACPA/NASPA Competencies: Student Learning & Development (SLD), Social Justice & Inclusion (SJI), Leadership (LEAD); Jesuit Principles: Cura Personalis (Care for the Whole Person), Magis (Striving for Excellence), and Solidarity & Kinship (Community)*

- Autonomously create and execute projects, initiatives, and/or events.
- Lead the design and implementation of programming that supports LGBTQ+ community building, awareness, and education.
- Collaborate with campus and community partners to develop and design programs and services that educate and support student learning and development.

**Student Support and Advocacy**

- Engage with students to foster a welcoming and inclusive intersectional environment for LGBTQ+ communities and Advocates.
- Address concerns of LGBTQ+ exclusion within the LGBTQ+ Resource Center, as well as in the greater campus community as members share their experiences.
- Develop and implement social justice education and leadership opportunities for students.

**Supervision**

- Directly supervise related student staff including goal setting and evaluating progress and performance
- Assist with the interviewing, selection, and training of student staff members assigned to work with student organizations.
- Attend and actively support departmental supervision efforts, including supervisor staff meetings and student staff trainings.

### **General Qualifications**

- Currently enrolled (or acceptance for enrollment) into a Marquette graduate program. Prefer students pursuing a degree in college student personnel, educational leadership, counseling, or related field
- Strong oral and written communication skills
- Commitment to, knowledge of, and/or experience with LGBTQ+ education, community service programming, leadership development, and student activities
- Commitment to values compatible with and supportive of Marquette’s mission as a culturally diverse, Catholic, Jesuit university
- Availability to work some nights and weekends when needed to ensure a quality student experience is an expectation for the position

### **Preferred Qualifications**

- Direct or related experience working with students from traditionally underrepresented populations, e.g. underrepresented racial, ethnic and religious communities, LGBTQIA+, women, undocumented, and/or first-generation students
- Experience (including undergraduate experience) in diversity, inclusion, and/or social justice education and programming.
  - This can include LGBTQIA+ or Women’s and Gender related work but is not required
- Demonstrates knowledge and ability around topics related to social justice ideals and concerns, including, but not limited to equitable support for underrepresented and minority identities, issues with systemic and social power dynamics, reflection upon privilege and its impact, and the contexts and implications of multiple and intersecting identities

### **Remuneration**

- Standard Graduate Assistantship Stipend (\$20,000 for a 10-month term).
- 12 Graduate scholarship credits per year.