

**Leadership in Student Affairs M.A. Program  
Graduate Assistantship or Internship Position**



<b>Position Title:</b>	Learning Assistant
<b>Type Of Position:</b>	<input type="checkbox"/> Graduate Assistantship <input type="checkbox"/> Paid Internship <input checked="" type="checkbox"/> Unpaid Internship <input type="checkbox"/> Special Project
<b>Institution Name:</b>	University of Minnesota - Twin Cities
<b>Institution Description:</b>	The University of Minnesota is the flagship public university in the state of Minnesota. The University has over 34,000 undergraduate students, and over 55,000 total students.
<b>Supervisor:</b>	Kyle Quagliana
<b>Department Description:</b>	This position will be specifically in the Lindahl Academic Center, which is housed in the Office of Undergraduate Education, however services student-athletes and the Department of Intercollegiate Athletics.

<b>Appointment:</b> X Academic Year X 12 Months  <b>Start Date:</b> Flexible. Summer hours are available, could be a 6/3/19 start or in late August.	<b>Compensation:</b> <input type="checkbox"/> Stipend <input type="checkbox"/> Hourly Wage <input type="checkbox"/> Parking Provided <input type="checkbox"/> Professional Development Funds	<b>Remuneration:</b> Week Hours: Negotiable - but preferred around 20. Payment Frequency: N/A Additional Notes: Work hours can vary, however will be on a set schedule during the school year.
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<b>Position Description &amp; Responsibilities</b>	
<p>These positions will assist student-athletes at the University of Minnesota - Twin Cities in developing positive study habits and time management skills. This can involve creating time management plans, working on college level study skills, assisting with outlining papers, and helping with overall organizational skills. Learning Assistants work with students in small groups (1-2 students per session) for 1.5 hour sessions.</p> <p>In this position you will gain experience working in a fast paced, ever changing environment. Many different areas of higher education will be explored, as Learning Assistants help student-athletes from a wide variety of academic backgrounds.</p>	
<b>Qualifications</b>	
<p>Successful Learning Assistant candidates will have strong organizational and time management skills. Many Learning Assistants are also students themselves, often pursuing a degree in Student Services or a related field. Availability outside of the hours of 2:00-6:00pm are preferred, as many student-athletes will be at practice during that time.</p>	
<b>Application process &amp; requirements</b>	
<ul style="list-style-type: none"> <li>- Contact Name: Kyle Quagliana</li> <li>- Address: 516 15<sup>th</sup> Ave SE, Minneapolis, MN 55116</li> <li>- Phone: 608-444-0897</li> <li>- Email: kquaglia@umn.edu</li> <li>- Materials Needed: Resume &amp; Cover Letter</li> </ul>	
<b>Participating At Visit Day:</b>	X yes <input type="checkbox"/> no
<b>Will Schedule Interviews on Campus for another date:</b>	X yes <input type="checkbox"/> no