



**Graduate Teaching Assistantship Opening**  
**Division of Global Engagement: Intensive English Program**

The **Division of Global Engagement** invites applications from graduate students pursuing a master's degree to fill the following graduate teaching assistantship position(s) for the **Academic Year 2025-2026**.

**Duties and Responsibilities:**

Graduate students hired in teaching assistantship positions in the Division of Global Engagement will work in the Intensive English Program (IEP), which prepares non-native English-speaking students for admission to the University through intensive non-credit bearing English as a second language courses designed to meet the basic requirements for most universities. The IEP offers classes to both international students and permanent residents who wish to improve their English language proficiency for personal and professional reasons. These classes are from Monday-Thursday, 9 AM-2:20 PM and require availability during this time frame.

**Primary Responsibilities:**

- Teach English as a second language to English language learners of varying proficiency
- Lesson planning, classroom management, and student assessment and grading
- Participate in IEP events (orientation, conversation hours, etc.), meetings, and retention-focused professional development programming

**Secondary Responsibilities:**

- Assist with DGE programming (event planning, promotion, set-up, etc.)
- Assist DGE with communication efforts (social media, newsletter)
- Communicate with prospective students about program requirements and expectations
- Scan, print, and share documents on various platforms (Moodle, Google Drive, etc.)
- Serve as initial reception and contact for student requests as time permits

**Eligibility and Additional Considerations:**

Graduate assistantship appointments within the Division of Global Engagement are limited to the academic year, and this vacancy is to fill an assistantship opening beginning in Fall 2025.

Students in **Education (all programs), MA English (Linguistics, TESOL), and MS Speech Pathology** graduate programs are eligible to apply. Consideration also may be given to

graduate students pursuing a degree program and research focus with direct connection to the duties described above.

Applicants must be UL Lafayette graduate students in good academic standing who have been admitted unconditionally.

Appointment also **requires full-time graduate enrollment and completion of 20 hours of in-person, on-campus** duties each week during the academic terms. Appointment does not require completion of duties when classes are not in session (i.e., during intercessions and student breaks).

Continuation of the appointment beyond Spring 2026 is contingent upon successful completion of assistantship duties, satisfactory progress toward degree, and/or budgetary considerations.

If an international graduate student, your visa status may place restrictions on your employment eligibility; if you are not certain if your visa status permits holding an assistantship, contact the Office of International Affairs in the Division of Global Engagement.

### **Compensation:**

Compensation includes a waiver of tuition and mandatory fees, plus a monthly stipend that adheres to University minimum levels.

- For the 2025-2026 academic year, the minimum stipend is \$1,150 per month for master's students, totaling \$11,500 paid over ten months.
- The value of tuition/fee waiver for an academic-year assistantship in 2025-2026 is at least \$11,202 for U.S. resident graduate students and \$27,674 for non-resident international graduate students enrolled in 9 graduate credit hours per semester. For students taking more credits, this benefit is even higher.
- The accompanying fee waiver does not cover 100% of the supplemental insurance fee for international students on F-1, J-1, or other non-immigrant visas.

### **To Apply:**

Send a letter of application/interest, resume or CV, and contact information for professional references to [brandt.snook@louisiana.edu](mailto:brandt.snook@louisiana.edu). Questions should be directed to **Brandt Snook, ESL Specialist**, at [brandt.snook@louisiana.edu](mailto:brandt.snook@louisiana.edu).

**To ensure full consideration apply by July 10.** Review of applications will begin at that time and will continue until the position is filled.