



## **Graduate Assistantship Opening Office of Institutional Research**

The Office of Institutional Research invites applications from graduate students pursuing a master's degree to fill the following graduate assistantship position for the 2025-2026 Academic Year.

### **Primary Duties and Responsibilities:**

Graduate students appointed to graduate assistant positions in the Office of Institutional Research will support the development and maintenance of data and reporting technologies. This position offers hands-on experience with projects utilizing data, reporting systems, and analytical tools.

Responsibilities include:

- Assist with data analytics, data modeling, and programmatic data transformation and preparation using structured and unstructured query languages.
- Support the consolidation of existing reporting queries.
- Improve the efficiency and maintainability of reporting tools, scripts, and data workflows.
- Assist with unification of data definitions.

Graduate students appointed in these positions are part of a team responsible for designing, creating, implementing, and improving new approaches to data and reporting processes for Institutional Research while learning about the importance of understanding user needs and translating them into data-driven solutions.

### **Eligibility and Qualifications:**

Graduate assistantship appointments with the **Office of Institutional Research** are for the academic year and usually begin in the Fall semester. This position will begin **August 2025**.

Students in **Computer Science MS** and **Informatics MS** 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.

Additional desired qualifications include experience with data analytics, structured query language, python, and object-oriented programming principles.

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 in or 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 [getdata@louisiana.edu](mailto:getdata@louisiana.edu).

Questions should be directed to Lisa Lord, Director of Institutional Research, at [lisa@louisiana.edu](mailto:lisa@louisiana.edu).

**To ensure full consideration apply by July 16.** Review of applications will begin at that time and will continue until the position is filled.