



Graduate Assistantship Opening Louisiana Entrepreneurship & Economic Development (LEED) Center

The Louisiana Entrepreneurship & Economic Development (LEED) Center invites applications from graduate students pursuing a master's degree to fill the following applied GA position for Spring 2026 and Fall 2026.

The Louisiana Entrepreneurship & Economic Development (LEED) Center, housed within the B.I. Moody III College of Business Administration at UL Lafayette is committed to advancing innovation, entrepreneurship, and regional economic growth. Through research, community engagement, and collaborative programming, the Center supports students, entrepreneurs, and business owners across Acadiana and beyond. The Office of the Vice President of Strategic Impact & Economic Development is focused on the University's strategic direction, marketing & communications, fundraising, alumni affairs, and economic development.

Primary Duties and Responsibilities:

Graduate students who hold assistantships in the LEED Center play a critical role in supporting the Center's mission to foster entrepreneurship, innovation, and economic development across the University and the broader Acadiana region.

Working closely with professional staff, undergraduate student workers, and community partners, the graduate student appointed to this role will:

- Support the planning, coordination, and implementation of the Accelerate Northside and Accelerate Women's Entrepreneurship programs.
- Provide one-on-one consulting support to participating small business owners under staff supervision, including assistance with business planning, marketing strategy, financial analysis, operations improvement, and growth planning.
- Assist with program logistics, participant communication, workshop coordination, data tracking, and documentation of program outcomes.
- Support outreach and engagement efforts with entrepreneurs, community partners, and stakeholders.
- Contribute to reporting, assessment, and continuous improvement efforts aligned with LEED Center initiatives.

Eligibility and Additional Considerations:

Students pursuing a graduate degree in the Master of Business Administration (MBA) program are eligible to apply.

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

Required Skills and Competencies:

TECHNICAL SKILLS:

- Strong analytical and problem-solving skills, particularly in business planning, financial review, and strategic analysis.
- Proficiency in Microsoft Office 365 (Word, Excel, PowerPoint, Outlook, Teams).
- Ability to assist with basic data tracking, reporting, and documentation.
- Familiarity with business model development, market analysis, and small business consulting principles.

PROFESSIONAL COMPETENCIES:

- Professional demeanor when interacting with entrepreneurs, faculty, staff, and community partners.
- Strong written and verbal communication skills.
- Ability to work independently and collaboratively in a fast-paced, community-facing environment.
- Excellent organizational skills, time management, and attention to detail.
- Interest in entrepreneurship, small business development, and community economic development.

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. Assistantship stipend and tuition/fee waiver benefits will be prorated to start date.

- 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:

To apply, complete this form: <https://forms.microsoft.com/r/mcbgTFb2vk>. Questions should be directed to Kevin Guillory at leedcenter@louisiana.edu

To ensure full consideration, apply by March 6. Review of applications will begin immediately and will continue until the position is filled.