



Graduate Assistantship Opening

The University of Louisiana at Lafayette **Student-Athlete Academic Services (SAAS)** is seeking a Graduate Assistant to start during the Spring 2026 semester. Position offer is contingent upon being accepted for regular admission into the UL Lafayette Graduate School.

Primary Duties and Responsibilities:

The graduate student hired in this assistantship position will work with the Directors and Academic Counselors in empowering student-athletes to achieve academic success in the classroom and to reach their academic, career, and athletic goals. Responsibilities will include, but are not limited to:

- Provide academic support to student-athletes, which include weekly one-on-one meetings to address academic issues and individual learning needs. Communicate and document student-athletes' progress through meetings with the SAAS staff, as well as the electronic progress reporting system (TeamWorks).
- Instruct student-athletes on topics such as effective time management, goal setting, study skills, and test-taking.
- Assist with the daily scheduling of academic mentor and tutor appointments and monitoring the reporting process.
- Supervise evening study hall and tutoring sessions on assigned days.
- Create reports, spreadsheets, PowerPoint presentations, and other documents.
- Perform other duties as assigned.

This assistantship position requires working at least one evening (Monday-Thursday) from 5:00 p.m.-9:00 p.m. each week as well as assigned Sundays from 6:00 p.m.-8:00 p.m. during the academic semester.

Eligibility and Additional Considerations:

Graduate assistantship appointments with the **Student-Athlete Academic Services (SAAS)** are for the academic year and usually begin in the Fall semester. This position will begin **January 2026**.

Students in **all master's-level graduate programs** with a direct connection to the duties above are eligible to apply. Preference will be given to candidates who demonstrate a desire to pursue a career in academic advising, education, or counseling.

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

Additional preferred qualifications include:

- Knowledge of Microsoft Office: Excel, PowerPoint, Word.
- Excellent oral, written, and interpersonal communication skills; English fluency required.
- Ability to work with a diverse population of student-athletes, as well as athletic coaches, faculty, and administration.
- Understand the principles of learning, motivation, and timeliness.
- Must be well organized, a self-starter, and self-motivated.
- Ability to work under pressure in order to meet deadlines.
- Capable of working unsupervised and as part of a team.

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:

Send a letter of application/interest, resume or CV, and three professional references to Ashlee Jennings Guy, Director of Learning Services at ashlee.jennings@louisiana.edu. Questions should also be directed to Ashlee Jennings Guy.

To ensure full consideration apply by January 5. Review of applications will begin at that time and will continue until the position is filled.