



Student Engagement and Leadership Graduate Assistantship Opening

The **Office of Student Engagement and Leadership** invites applications from graduate students pursuing a master's degree to fill a graduate service assistantship position for the Academic Year 2026-2027.

The Office of Student Engagement and Leadership is one of several departments within the Division of Student Success. The Student Engagement and Leadership staff serve, educate, and empower students through several different initiatives, organizations, and resources including, but not limited to: Student Organizations, Leadership Programs, Fraternity and Sorority Life, Leadership Development, and campus activities including, Homecoming, campus traditions, and several campus wide programs. Our department staff collaborate on a consistent basis with other areas of university life such as Orientation, First Year Experience, Family Weekend, Athletics, Residential Life, Alumni Association, and more. Through these programs, students learn the skills necessary to understand themselves, navigate group dynamics, and serve their organizations, professions, and communities. We are proud to offer an engaged student experience that provides life and career readiness skills needed for success beyond graduation.

Primary Duties and Responsibilities:

Graduate students appointed to GSA roles in the Office of Student Engagement and Leadership work with professional staff members to provide student engagement, learning, and development within the fraternity and sorority life community, registered student organizations, student activities and the University of Louisiana at Lafayette student body as a whole. Opportunities may also be available to work with leadership development programs and other general student engagement initiatives. Primary duties may include:

- advising students in planning all aspects of student programs (entertainment, cultural education, campus traditions, school spirit events, and more) - promotion, logistics, catering, rentals, learning outcomes, assessment, volunteer crews, etc.
- advising student leaders of various types of student organizations in the day-to-day operations of the organization, including training to utilize our software management program
- mentoring student leaders in the areas of event policies, communication strategies, conflict resolution, managing their peers, working with their advisor, time management, and more.
- assisting staff with student organization compliance.
- assisting staff in planning all aspects leadership training for student organization officers.
- assisting staff in planning all aspects of the annual recognition process leading to the award presentation event.
- designing and writing a monthly newsletter for student organization leaders.
- Managing the Get Involved Instagram account to promote opportunities for students to engage with the university.

- assisting staff in choosing, designing, and ordering promotional items that highlight student engagement and leadership.
- assisting staff in planning and execution of Get on Board Day.
- researching best practices from other institutions to guide our decisions pertaining to student development and engagement.

Eligibility and Additional Considerations:

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

Students in the MBA Business Administration, **MBA Business Administration, MS Counseling, MS Communication, Master's Education (all programs), MA English, MS Speech Pathology, MS Psychology** graduate programs are eligible to apply. Students pursuing a different graduate degree program with a research focus directly connected to the duties described above may be considered. The Office of Student Engagement and Leadership especially welcomes applications from graduate students who were engaged members of a student organization(s) as an undergraduate student.

Other desired skills, abilities, and professional competencies include:

- Proficiency in multiple software platforms including, but not limited to, Microsoft Office 365 (Word, Excel, PowerPoint, Outlook, and Teams).
- Experience working with data and ability to articulate data into a written format.

If an international graduate student, appointment to an assistantship also requires the appropriate immigration documents and status (including an active Form I-20 and F-1 visa status, as applicable) and the ability to meet all federal and university employment requirements prior to the expected assistantship start date. Applicants with questions about their employment eligibility should contact the Office of International Affairs in the Division of Global Engagement.

Appointment Terms and Additional Considerations:

Graduate assistantship appointments with the **Office of Student Engagement and Leadership** are for the academic year and usually begin in the fall semester. This position will begin in August 2026.

Appointment requires unconditional admission, full-time graduate enrollment, and satisfactory 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, student holidays, and semester breaks).

Continuation of appointment is contingent upon successful completion of assistantship duties and satisfactory progress toward the degree. Reappointment beyond the 2026-2027 academic year is not guaranteed; continuation is dependent upon the same conditions as well as budgetary considerations and approval.

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 2026-2027 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 2026-2027 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, Send a letter of application/interest, resume or CV, and contact information for professional references to heidie.lindsey@louisiana.edu.

Questions should be directed to Heidie Lindsey, Associate Dean of Students and Director of Student Engagement and Leadership, at the email address above.

To ensure full consideration, apply by August 27, 2026. Review of applications will begin immediately and will continue until the position is filled.