Graduate Assistant for the Correll and 1 GAAT Scholars Programs
AY 2023-24

The University of Georgia’s Division of Academic Enhancement (DAE) is a unit of the Office of the Vice President for Instruction (OVPI) whose central mission is to provide campus-wide leadership, collaboration, and support on matters related to instruction and student success. UGA’s Division of Academic Enhancement empowers all students to **Learn Differently** through innovative courses, programs, services, and student-centered initiatives. The DAE supports students as they transition into higher education and sustains their progress through the University’s unique academic environment. For more information about DAE please visit: [http://dae.uga.edu](http://dae.uga.edu).

The Initiatives area in the DAE has a unique assistantship opportunity available during the 2023-24 Academic Year for a graduate student with skills and interests related to student support and success; program innovation/development/coordination; and data management. This is a ten-month 20 hour/week assistantship. Salary will be commensurate with the Graduate School rate for a ten-month assistantship plus a tuition waiver. The position start date is August 11th, 2023.

Specifically, this GA’s responsibilities will include (but are not limited to) the following:

- Coordinate the [Correll Scholars Program](http://dae.uga.edu) and [1 GAAT Scholars Program](http://dae.uga.edu) through planning of curricular and co-curricular programs
- Mentor and coach Correll and 1 GAAT Scholars
- Attend Scholars’ Success Day in August to support the students in these programs
- Support and assist in coordinating collective programming for nine scholars groups in the Initiatives area
- Manage student data and communications, including texting platform, listserv, and monthly newsletters
- Support the [Thrive at Georgia Program](http://dae.uga.edu) and the [Early Start | Early Success Program](http://dae.uga.edu)
- Implement office procedures for Thrive at Georgia Program
- Assist with creating marketing strategies for Thrive at Georgia
- Attend trainings and recruitment events for Thrive at Georgia Program
- Assist with other duties as assigned to support work in the Initiatives area

*Please note that some evening and weekend work may be required with student programming.