



Division of Academic Enhancement UNIVERSITY OF GEORGIA

Academic Coaching and Retention Programs Graduate Assistant

Academic Coaching and Retention Programs within the Division of Academic Enhancement (DAE) is seeking a graduate student for an assistantship for the 2024-2025 academic year. DAE provides critical support to thousands of students each academic year. We offer several services, initiatives, programs, courses, and access opportunities for diverse groups of current and future students. For more information about the DAE, visit dae.uga.edu.

Academic Coaching and Retention Programs Graduate Assistants provide support to the Coordinator of Academic Coaching and Retention within the DAE Services team. This will include providing Academic Coaching services to students, attending coaching trainings, and conducting Student Success Workshops. This position will begin in August 2024 and end in May 2025 with the possibility of continued employment into the 2025-2026 school year.

Compensation (including tuition waiver) aligns with the USG and graduate school guidelines. This position is part-time (13 hours per week) and is hybrid-remote.

To apply, please submit a resume and cover letter to Elizabeth Hicks, Coordinator of Academic Coaching and Retention, at elizabeth.hicks@uga.edu by Friday, January 5.

Job Responsibilities

- Serve as an Academic Coach by meeting individually with students to assist in the development of academic skills including study skills, organization, time management, and connection to university resources
- Conduct occasional Student Success Workshops to provide instruction on academic skills
- Attend Academic Coaching trainings as assigned

Qualifications

- Skills and interests related to directly supporting student success
- Strong interpersonal communication skills and ability to work one-on-one with diverse individual students and groups of students

Please contact Elizabeth Hicks, Coordinator of Academic Coaching and Retention, at elizabeth.hicks@uga.edu with any questions.