



Academic Coaching and Retention Graduate Assistant (Achieve Atlanta focus)

The Office for Student Success and Achievement (OSSA) is seeking a graduate student for an assistantship for the 2024-2025 academic year. The assistantship would support academic coaching and retention, with a focus on the UGA Achieve Atlanta scholars. OSSA provides critical support to thousands of students each academic year. For more information about OSSA, visit ossa.uga.edu.

Achieve Atlanta is leading nonprofit organization on a mission to help Atlanta Public Schools students access, afford, and earn postsecondary credentials while bolstering student support, fostering academic achievement, and promoting equitable access to higher education. For more information about Achieve Atlanta, visit achieveatlanta.org.

The Graduate Assistant will support the Coordinator of Academic Coaching and Retention within the OSSA Services team. This role will support Achieve Atlanta scholars and the Academic Coaching and Retention Programs. Job responsibilities will include providing Academic Coaching services, providing support to Achieve Atlanta Peer Mentors, assisting in event and programming planning, and leading workshops for scholars.

This position will begin in August 2026 and end in May 2027 with the possibility of continued employment into the 2027-2028 school year.

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

Job Responsibilities

Achieve Atlanta

- Serve as an Academic Coach, prioritizing Achieve Atlanta scholars
- Provide support to Achieve Atlanta Peer Mentor student workers through collaboratively planning peer mentor led student outreach and student success programming
- Plan and lead workshops for scholars that support academic and personal success

Academic Coaching and Retention

- Serve as an Academic Coach to undergraduate UGA students, by meeting individually with students to assist in the development of academic skills including study skills, organization, time management, and connection to university resources
- Attend Academic Coaching trainings as assigned

Qualifications

- Experience, skills, and interests related to directly supporting student success
- Experience supervising student leaders preferred