

Binghamton University - TRIO Student Support Services (SSS) Program Graduate Assistantship (GA)

SUMMARY

Student Support Services (SSS) is a federally funded TRIO program which supports the retention and persistence of first-generation, and/or low-income students (FGLI) and/or students with disabilities. SSS is a component of the Division of Student Affairs, and offers academic and personal advising, tutoring, mentoring, and financial aid assistance to income-eligible students. SSS works closely with a variety of offices in the Division of Student Affairs, including Services for Students with Disabilities, the Dean of Students, Residential Life, New Student Programs, the University Counseling Center, the Fleishman Center for Career and Professional Development, and the Department for Student Transition and Success.

SSS is seeking one graduate student to fill a Graduate Assistantship (GA). Anticipated outcomes include direct experience working with FGLI students and developing an alumni network and related programming; developing skills in academic and personal advising; and the ability to work with and understand federally-funded grants and the rules that govern them. This position reports to the Assistant Director, with general guidance from the Associate Director, and works closely with SSS Professional Staff.

DUTIES AND RESPONSIBILITIES

The position's primary focus will be to help the SSS Staff increase student engagement through innovative programming and outreach efforts.

- Work on building an active alumni network of SSS graduates to support programming (Homecoming, TRIO Day) and mentoring efforts
- Assist with the planning and preparation of the Student Support Services Summer Program
- Assist with the creation, implementation, and evaluation of programming, large-scale events, and trips for SSS participants
- Provide one-on-one academic and personal advising, career coaching, guidance in choosing courses and declaring majors, and mentoring
- Assist with the marketing of SSS events and services as needed
- Provide outreach to disengaged students as needed
- Assist SSS professional staff with special projects, such as the SSS Regalia Closet and tutoring program

QUALIFICATIONS

- Candidates must be accepted into a Binghamton University graduate program for the 2024-2025 academic year, preferably pursuing a Master of Science in Student Affairs Administration (MSAA), Master of Public Administration (MPA), and/or Master of Social Work (MSW) degree(s), and or a degree in a related field
- Possess the ability to work as a member of a team and independently, demonstrating strong initiative, and organizational skills

PREFERRED QUALIFICATIONS

- Experience working with first-generation college students, students from low-income backgrounds, and students with disabilities, and/or have shared lived experiences with the students served by SSS
- Prior experience advising and/or mentoring students from disadvantaged backgrounds; and implementing and/or marketing programming

Stipend:

This assistantship includes a base stipend for the academic year of \$11,800 or extended academic year for \$12,800, paid biweekly. This position is represented by the Graduate Student Employees Union (GSEU) and the stipend includes all potential union-negotiated raises applicable for the academic year. Twenty hours of work per week is expected.

To Apply:

Interested candidates not in the Student Affairs Administration program should submit a resume, cover letter and contact information for three professional references via email to Jazmine Powell at jpowell@binghamton.edu.