

## Programming, Curriculum, & Engagement Graduate Assistant

### (Graduate Assistant)

The Programming, Curriculum, and Engagement Graduate Assistant (GA) will work with the Assistant Director of Residential Education to develop and implement large-scale programs and a residential curriculum to engage and educate residential students at TU. These initiatives seek to integrate Housing & Residence Life's (HRL) five Core Values: Safety & Security, Learning & Education, Inclusive & Welcoming Communities, Discovery of Self, and Engagement and Connections into the residential experience.

The Programming, Curriculum, & Engagement GA will work collaboratively with professional staff, students, and other campus stakeholders to ensure residents are meaningfully engaged. This includes collecting feedback and assessment data to continually inform decisions to improve curricular and engagement efforts. Additionally, the GA will support other large-scale HRL efforts, including the Residential Learning Communities and quarantine and isolation processes. The successful candidate should have a strong desire to connect with students, a collaborative work style to co-create programs and curricular events, the ability to manage multiple projects simultaneously, and a desire to work with assessment.

### Responsibilities:

#### Programming:

- Plan, coordinate, and implement opening events occurring in each residential area with the help of other graduate assistants
- Support the Leadership Development GA, University Residence Government, and National Residence Hall Honorary in conducting large-scale programs, adhering to HRL policies regarding events and purchasing
- Serve as a resource to Learning Community student staff for questions relating to event planning and purchasing
- Collaborate with HRL professional staff to implement large-scale programs targeted toward multiple residence halls
- Represent HRL alongside the Assistant Director of Residential Education in collaborations with Student Activities during large-scale campus initiatives (e.g., Welcome to TU, TU4U, Homecoming, etc.)
- Assist the Assistant Director of Residential Education with oversight and assessment of RA weekly Community Engagement Opportunities (CEOs)

#### Residential Curriculum Development

- Attend weekly Residential Engagement Committee meetings (class schedule permitting)
- Co-facilitate structured conversations among professional and student staff members to develop and review curricular goals and outcomes
- Collaborate with professional staff members to write facilitation guides for curricular initiatives, such as floor meetings and roommate agreements
- Develop content for outreach and passive education strategies, such as bulletin boards and newsletters
- Assist the Assistant Director of Residential Education in developing curricular materials catered toward students in Learning Communities
- Compile and interpret assessment data collected during curricular initiatives, including Quarterly Questions, to improve the curriculum and to present to departmental stakeholders
- Research best practices in residential education to inform on-going improvement to achieving HRL learning outcomes

#### Other Responsibilities

- Attend department trainings and professional development workshops

- Participate in regular one-on-one meetings with supervisor
- Assist the Assistant Director of Residential Education with the coordination and implementation of move-in crew during fall opening
- Collaborate with Health Services to serve on the Inside Scoop planning committee
- Provide assistance and support to HRL Quarantine & Isolation processes, including serving on-call for afterhours QI student needs. This will not require in-person interaction with QI students
- Remain in good standing with the University by maintaining 3.0 grade point average and upholding University and housing policies
- Be available for some night and weekend commitments as directed by supervisor

Towson University is an equal opportunity/affirmative action employer and has a strong institutional commitment to diversity. Women, minorities, persons with disabilities, and veterans are encouraged to apply.

**Minimum Qualifications**

- ✓ Conferred Bachelor’s degree required at start of employment.
- ✓ Admitted to a graduate degree program.
- ✓ Commitment to fostering residential engagement by supporting students through multiple aspects of their collegiate experience.
- ✓ Commitment to building diverse and inclusive communities.

**Preferred Qualifications**

- ✓ Experience with student advising and advocacy, helping skills, and large-scale programming.
- ✓ Highly adaptable with a strong desire to learn.
- ✓ Ability to communicate thoughts with clarity, demonstrate active listening, and ask appropriate questions.
- ✓ Demonstrate a high level of integrity by assimilating personal with department values.

Benefits Package

Stipend	\$8000 per academic year
Tuition Waiver	Academic Year – up to 12 credits per semester
Contract Length	10 months with 20 hours per week during the academic year  There may be an opportunity to continue work through the summer at an hourly rate or for a six-credit tuition waiver.
Other Benefits	Fully furnished apartment with the ability to have a household member, meal plan; access to many Towson University services.

**How to Apply**

All applicants must submit a cover letter, résumé, and a list of three references to [hrljobs@towson.edu](mailto:hrljobs@towson.edu).

**Check Us Out!**

HRL Website: [TU HRL](#)



# Towson University Housing & Residence Life

Housing and Residence Life fosters spaces where all residents succeed academically, develop their sense of self, and learn the value of engaging in community. We transform the residential experience by investing in the power of innovation, equity, inclusion, and collaboration.

## Our Core Values:

Safety & Security

Learning & Education

Engagement & Connection

Discovery of Self

Inclusive & Welcoming Communities

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Check us out online at:  
[www.towson.edu/studentlife/housing/campus/  
housing-residence-life/](http://www.towson.edu/studentlife/housing/campus/housing-residence-life/)