Graduate Assistant for Global Village

Department of Housing & Residence Life
International Student & Scholar Office

Discover yourself. Discover Towson.

Towson University (TU) is known for our high academic standards, dynamic learning environments, strong campus communities – and for the people behind them. Residence Life at TU strives to be an inclusive, premier program that inspires each and every student to learn about themselves and others, discover the world around them, and grow into model leaders. Our team in Housing & Residence Life values learning and education, and inclusive and welcoming communities. We also aim for students to discover themselves, others, and the collegiate experience, while being engaged and connected.

Being a Graduate Assistant for the International Student & Scholar Office (ISSO) and Housing & Residence Life (HRL) means you are striving to provide leadership to each and every student in the Global Village community. You are a motivated, creative, and driven individual, with an emphasis on fostering interpersonal connections with students. You are also committed to maintaining a professional attitude while serving as a representative of both departments, and serve as a role model for students.

Minimum Qualifications

• Conferred Bachelor’s degree required at start of employment.
• Admitted to a graduate degree program.

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 departmental values.

Compensation

Stipend: $6,000 per year
Contract Length: 12 months; 10 hours per week with HRL; 10 hours per week with ISSO

Tuition Waiver: Academic Year - up to 12 credits per semester; Summer - up to 6 credits
Benefits: furnished live-in apartment for you and your household; academic year meal plan; fish as pets; and access to many Towson University services

We engage resident students through:

Community Building, Student Learning and Education

• Support residential engagement efforts by providing all students with a level of immersion that prompts them to learn about themselves and others, while reflecting on their multiple roles and responsibilities within the community.
• Develop and implement in hall opportunities, large scale events, student interactions, co-curricular involvement and educational programming to foster interaction with international and domestic students.
• Share experiences through conversations, programming, and being a visible entity to help promote diversity awareness among students in the residence halls.
• Facilitate communication and serve as the primary conduit between the ISSO and HRL departments to best identify and advocate for international student needs.
• Support the transition of international students into the residence hall and Towson community.

Leadership

• In conjunction with the Residence Life Coordinator, provide leadership to the Global Village residential learning community of 100 international and domestic students and 3 resident assistants.
• Champion international student needs through collaboration with the student staff.
• Mentor student staff to prioritize international student perspectives in engagement efforts to promote a welcoming and inclusive environment.
• Work with the International Student Association (ISA) to serve the Towson community by means of student advocacy, leadership skill development, team building, and programming.

Execution and Administration

• Be knowledgeable of the international regulations regarding student and employment visas in order to assist the ISSO.
• Help students acclimate to Towson University by coordinating functions of and participating in international student orientation.
• Develop and implement an assessment plan to address student needs, interests, and on-going issues.
• Create innovative marketing to promote HRL, ISSO, and ISA events and initiatives.
• Administer and assist with departmental projects, record keeping, and other duties as assigned.

Conflict Management

• Work with students who are in peer conflict to achieve civility and resolution.
• Advocate for international students in crisis to ensure their safety and well-being and provide follow up to those involved in incidents.

Additional Expectations

• Be available during some nights and weekends, as directed by supervisor.
• Routinely serve as a staff member on-call to respond to emergencies in the residence halls. Be able to scale four flights of stairs during emergency response.
• Attend department trainings and professional development workshops.
• Remain in good standing with the University by maintaining 3.0 grade point average and upholding University and housing policies.

How to Apply

All applicants must submit a cover letter, résumé, and a list of three references to hrljobs@towson.edu

Quick Facts

8 miles north of downtown Baltimore
22,449 total enrollment
5,200 approximate on-campus living population
16 on-campus residence halls with more to come
Smoke-free campus

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.

Check Us Out Online

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