Graduate Assistant for Greek Life

Department: Student Involvement & Leadership
G.A. Position: Graduate Assistant for Greek Life
Supervisor: Jayne Piskorik

Job Description – Present a one paragraph description of the purpose for this position.

The Graduate Assistant for Greek Life will be responsible for assisting with all aspects of managing and advocating for the fraternity and sorority community at Slippery Rock University. This position will specifically be responsible for advising Greek organizations and supporting their programming.

Job Functions/Responsibilities – List the duties this graduate assistant will be expected to perform.

- Serve as the advisor to one or more of the governing councils: Interfraternity Council, Panhellenic Council, National Pan-Hellenic Council
- Assist in the development and coordination of educational programming, training, and a leadership retreat for the fraternity and sorority community
- Assist with Panhellenic formal recruitment
- Work with individual chapters on leadership and organization development, scholarship, social, and philanthropic programming
- Assist with the planning, coordination and implementation of additional CSIL programs and initiatives (i.e. Homecoming, student leader training, OrgSync)
- Perform other tasks as directed by the Coordinator of Greek Life & Student Organizations

Desired Qualifications – List the experiences and/or abilities you wish an applicant for this position to have.

- Experience in a National Greek organization or experience in advising Greek organizations
- Initiative to work effectively and creatively in a fast-paced, student-centered environment
- Ability to apply new learning, skills, and professional development into daily activities, advising, and programming
- Ability to work independently, be self-directed, give attention to detail, and deliver tangible results
- Ability to communicate and interact in a highly professional manner

Graduate Student Outcomes – List the skills/abilities the graduate assistant can expect to learn in this position.

- Demonstrate critical thinking and problem solving skills
- Demonstrate presentation and facilitation skills
- Develop a level of proficiency with program planning and implementation
- Develop a level of proficiency in advising
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- Apply knowledge of using technology to engage students

**Appropriate SRU Graduate Majors** - List the SRU graduate programs that would be the most appropriate source of candidates for this position based on the job description and the expected learning experiences.

- Student Affairs in Higher Education
- Student Affairs in Higher Education with College Counseling

**Supervisor’s Expectations** – List the work expectations you, as the supervisor, have for this position. Include hours to be worked and preferred work schedule.

- Position requires 18.75 hours per week to be arranged with supervisor
- Evening and weekend work is a routine aspect of this position
- Position requires an individual with creativity, a willingness to learn, and ability to have fun in the work environment
- Personal commitment to co-curricular learning

**Supervisor’s address:**

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