UNIVERSITY OF KANSAS
Student Involvement & Leadership Center
Position Announcement
The Center for Sexuality and Gender Diversity (SGD) Graduate Assistant

General: The Student Involvement and Leadership Center (SILC) provides a variety of activities, programs and services designed to provide meaningful co-curricular experiences for students. SILC is responsible for coordinating registered university organizations, providing leadership education experiences, and providing programs and services to specific target populations including fraternity/sorority members, non-traditional students, and students of all gender identities, gender expressions and sexual orientations. The Sexuality and Gender (SGD) Diversity Programs team is comprised of one full-time professional and one Graduate Assistant position. This Graduate Assistant will be responsible for the development, implementation and assessment of comprehensive and experiential programming. The Graduate Assistant will collaborate with other SILC staff members and assist the Assistant Director in the overall management of the programs, services, and resources provided.

Position Description:
The SGD Graduate Assistant is responsible for providing programs, services, resources, and advisement to the LGBTQ community at KU, including but not limited to:

- Promote an environment of affirmation and support for lesbian, gay, bisexual, transgender, and queer members of the KU community,
- Serve as an advocate and resource for the concerns of LGBTQ and ally students,
- Coordinate campus-wide educational programming efforts on LGBTQ topics and awareness (National Coming Out Day, Trans Awareness Month, World AIDS Day, Pride Month),
- Coordinate and facilitate Student Safe Zone trainings for undergraduate students,
- Co-advise student organization, Spectrum KU, and other LGBTQ and Ally student organizations as applicable,
- Work collaboratively with campus departments, colleges and schools to serve the needs of LGBTQ students (e.g. Student Housing, Office of Multicultural Affairs, Emily Taylor Center for Women and Gender Equity, etc.)
- Collect data regarding Campus Climate Index and update annually,
- Maintain LGBTQ web space on SILC website: sgd.ku.edu,
- Present on SILC during Admissions and New Student Orientation events throughout the school year.

Required qualifications:
- Bachelor's degree and acceptance in the Higher Education masters degree program for the 2016-2017 school year.
- Must be able to demonstrate ability to organize and work independently on assigned tasks.
- Training and/or experience in public speaking and in developing training workshops/organizational programs.
- Must prioritize responsibilities over other employment obligations.

Preferred qualifications:
- Prior undergraduate leadership experiences or full-time professional experience working with LGBTQ populations.
- Knowledge of the unique needs of/critical issues facing LGBTQ students and ability to provide appropriate advising and support.
- Ability to effectively organize learning opportunities that are consistent with students’ stages of personal development.
- Ability to learn and support the concerns of LGBTQ students and develop appropriate programming to support and enhance educational experience of LGBTQ students.
- Training and/or experience in program and materials development.
Wages: $490 bi-weekly, 50% appointment ($12.25 per hour)
In-state graduate tuition status/fee adjustment (for those enrolled in Higher Education)

Working Hours: 20 hours per week; nine to ten month appointment

Start Date: Early August 2016

To Apply: Must apply through PeopleAdmin and the Higher Education masters degree program process—call Lindsay Hamm at (785) 864-4675 for precise instructions. Eligible persons are invited to submit a letter of application, resume, and names, addresses, phone numbers and e-mail addresses (if available) of two references to Amy Long, Associate Director, The Student Involvement and Leadership Center, 400 Kansas Union, University of Kansas, Lawrence, KS 66045. (785) 864-4861. Position open until filled.

The University of Kansas is an equal opportunity/affirmative action employer. Applications are sought from all qualified persons regardless of race, religion, color, sex, disability, veteran status, national origin, age, ancestry, sexual orientation, marital or parental status.

The University of Kansas prohibits discrimination on the basis of race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, status as a veteran, sexual orientation, marital status, parental status, gender identity, gender expression and genetic information in the University’s programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of the Office of Institutional Opportunity and Access, IOA@ku.edu 1246 W. Campus Road, Room 153A, Lawrence, KS, 66045, (785)-864-6414, 711 TTY.