The Center for Student Involvement is composed of Student Activities, Diversity Programs and New Student Programs. We have 4 opportunities for graduate assistants to work 7.5 hours/week

**Multicultural Assistantship** Reports to Coordinator of Diversity Programming
Serves to strengthen our support for students from underrepresented populations
- Advise one student organization
- Provide support for educational and cultural activities
- Mentor students

**First-Year Assistantship** Reports to Director of New Student Programs
Works to strengthen first-year student experience
- Provide support and planning for programs that ease transition
- Assist with development of 1st Year leadership initiative
- Mentor students as needed

**Promotion/Publicity Assistantship** Reports to Director of Student Activities
Serves to inform students of wide spectrum of involvement opportunities by
- Creation of bulletin boards, displays, posters, calendars, newsletters
- Inputting and updating website
- Contact record labels, local media, and other outlets
- Meets weekly with SAB student publicity chairperson / acts as mentor

**Travel Assistantship** Reports to Director of Student Activities
Provides opportunities for trips and travel
- Buys and sells tickets for excursions
- Makes all travel arrangements and chaperones trips
- Coordinates drivers education program with contracted company

We have 1 opportunity for a graduate assistant to work 20 hours/week. Additional benefits include a $3000 additional stipend and possibility of on-campus housing (but this person is not required to live on campus).

**Weekend Supervisor Assistantship:** Reports to the Director of Student Activities
Provide weekend night supervision to the Powell Campus Center, the hub of campus life at Alfred University. Supervise student managers, staff, and volunteers who are presenting numerous events in both the Nevins Theater (weekly film series) and our Knight Club (bands, comedians, novelty acts).

- Act as professional staff member on duty during weekend night hours.
- Act as the crisis response coordinator for the building s well as problem-solver for various issues as they arise.
- Serve as a point of contact / support for student managers, volunteer leaders, visiting performers/artists.
- Train and coordinate a technical staff / moving crew to meet the building’s set up needs.
- Inventory and assess condition of all building equipment, furniture, and appearance.
- Attend a weekly staff meeting.
- Review contracts for visiting artists and performers prior to each weekend’s events.

For more information, please contact:
All Student Affairs graduate assistants are expected to coordinate expectations and schedules with academic faculty and employers (if applicable).