Title III Strengths-based Education Graduate Assistant

Job Description

Title: Title III Strengths-based Education Graduate Assistant
Division: Academic Affairs
Location: Floating
Schedule: 10 hours per week; flexible
Reports to: Dan Jenkins, Assistant Professor of Leadership & Organizational Studies / Title III Faculty Fellow
Application Process: Please submit Resume and Cover Letter to Daniel.M.Jenkins@maine.edu

Job Description:
The Title III Strengths-based Education Graduate Assistant will develop, organize, and distribute educational resources for training faculty and staff. These Strengths-based educational resources will include instructor’s guides, activities, and workshops. Additionally, it is an expectation that this GA will produce an annotated bibliography of “Strengths-based education across the disciplines” that will include research, examples, and best practices of discipline-specific applications of Strengths-based instructional and assessment strategies in higher education. As needed, this GA may also facilitate Strengths-based level 100 & 200 trainings for faculty and staff.

Essential Functions:
- Assist the Title III Grant Activity One Faculty Fellow in developing pedagogical resources for Strengths-based education initiatives
- Update the Activity One—Strengths—website to include developed resources
- Assist in developing training materials, activities, and workshops focused on building the Strengths-based educational capacity of faculty and staff
- Organize current and available digital Strengths resources
- Attending Strengths Team meetings
- Produce a “Strengths-based education across the disciplines” annotated bibliography
- Organize and distribute Strengths-based educational resources to faculty and staff
- Assist with Strengths level 100 & 200 faculty and staff trainings

Qualifications:
Priority will be given to applicants with teaching experience as well as those pursuing degrees in the Educational disciplines.