

**Call for Applications**  
**GRADUATE ASSISTANTSHIP for Fall 2022**  
**Available in the**  
**UMBC DEPARTMENT OF EDUCATION**

UNIVERSITY OF MARYLAND, BALTIMORE COUNTY, Department of Education invites applications for one graduate teaching assistant position starting Fall 2022. A full-time graduate assistant is expected to work twenty hours a week. A graduate assistant is expected to register for a minimum of six credits of course work or thesis research each semester but may take up to ten semester hours each fall or spring with full tuition remission. Tuition remission does not apply to summer and winter classes.

**Graduate Teaching Assistant Position available in the Education Department**  
**Starting Fall 2022:**

***1 Full Time Graduate Assistant serving UMBC Office of Field Experience and Clinical Practice***

**Responsibilities:**

Duties include:

- Assisting with preparation and teaching of all program courses/ learning experiences
- Maintaining program records and data bases
- Helping with advising of students
- Helping maintain communication with all stakeholders
- Working on projects related to teaching, research, and program evaluation
- Helping plan and facilitate program events and meetings

**Required Qualifications:**

- Full admission to UMBC Graduate School with a GPA of 3.0 or better
- Open to PhD or Masters students fully admitted to a UMBC graduate program with interest in education
- Must be available to work in the position for at least two semesters but longer is preferred

**Desired Qualifications (Please address these in your letter of application)**

- Teaching of any type but not required
- Strong Interpersonal Skills
- Technology Skills
- Research skills
- Administrative assistant skills
- Other pertinent skills or talents

- Ability to multitask and prioritize

### **Compensation:**

For students awarded a full-time graduate assistantship, they receive a stipend, up to 10 graduate credits with full tuition remission, and an individual health benefit.

### **Application Procedure:**

Write and email a **letter of introduction** and resume to Julie Jones [jul@umbc.edu](mailto:jul@umbc.edu), Director of Field Experience and Clinical Practice, Department of Education. In the application letter state your qualifications and describe what skills and talents you can bring to the department keeping in mind the required and desired qualifications listed above. Please state in your letter when you intend to begin your internship if you are an Education graduate student. You are also required to include at least a one page **resume** with your letter of introduction. **Please email your materials to Julie Jones [jul@umbc.edu](mailto:jul@umbc.edu) by June 15, 2022.**

### **Deadline:**

Applications may be submitted at any time before the June 15, 2022 deadline. Applications must be received by the deadline to be given full consideration.

**UMBC IS AN AFFIRMATION ACTION/EQUAL OPPORTUNITY EMPLOYER**