University of Northern Iowa

Department of Mathematics

**Position Title**: Graduate Service Assistant

**Reports to**: Dr. Douglas Mupasiri, WRT 220, mupasiri@math.uni.edu, 319-273-2631

**Terms of Employment:**

* For the fall semester: 20 (or 10) hours per week, beginning August 23, 2021 and ending December 18, 2021. Might not include the week of Thanksgiving Break.
* For the spring semester: 20 (or 10) hours per week, beginning January 10, 2022 and ending May 7, 2022. Might not include the week of Spring Break.
* Tutoring hours are between 9 am-4pm Monday through Thursday and 9am-1pm Friday

**Compensation:**

* Full assistantship salary is $5,395 per semester. Half assistantships may be awarded.
* Salary will be prorated weekly for late start.
* Graduate Assistants may qualify for in-state tuition and fees.
* Graduate Assistants receive University holidays and do not work during Thanksgiving Break, Spring Break, or the interims between semesters.
* Graduate Assistants may apply for Graduate Tuition Scholarships which are awarded separately.
* For more information on the Graduate Assistantship System and procedures: <http://www.grad.uni.edu/assistantships>

**Position Description:**

* Graduate Assistants in the Department of Mathematics grade homework, in-class assignments, quizzes and tests for professors.
* Tutoring in the Mathematics Laboratory
* Proctoring examinations for professors, occasional staffing of the front desk and other duties as needed by the Department of Mathematics

**Qualifications:**

* Must be a full-time, degree-seeking student in a Mathematics UNI graduate program
* Must be enrolled in 9 graduate level credit hours each semester of assistantship
* Maintain a UNI graduate cumulative GPA of at least 3.00. A newly admitted graduate student must have at least a 3.00 GPA for undergraduate or previous graduate work of at least 8 graded credit hours.
* B.A. degree in mathematics or equivalent

**Application Process and Deadline:** To apply email the completed Graduate Assistantship application form (available at <http://www.grad.uni.edu/assistantships>) to cynthia.helgeson@uni.edu. Applications received by March 1, will be given preferential consideration.