Trustee Student Organization Support (TSOS) in the Department of Student Activities at the University of Connecticut has a graduate assistantship available for the academic years 2021-2023. The mission of Trustee Student Organization Support is to provide training, support, and resources for Trustee student organizations, their leaders and campus stakeholders in order to assure effective stewardship of resources and to enhance the UConn student experience.

**Brief Description:**
This position will include direct advisement of 2-4 of the Tier III student organizations on campus, which are the student-funded, student-led organizations responsible for the governance, programming, and media of the undergraduate student body. Additionally, this position will have a large role in the development and implementation of Triad, a year-long organizational and personal leadership training program for the Tier III student organization leaders as well as supporting the overall mission of the TSOS area and Department of Student Activities. This assistantship opportunity will offer a graduate student outstanding, hands-on experiences in student and organization advisement, large and small scale event planning, workshop and presentation development and implementation, group facilitation, budgeting, policy development and implementation, assessment, and much more.

**General Duties and Responsibilities:**
- Serve as advisor to the leaders and members of the designated Tier III student organization, as determined by supervisor;
- Meet 1:1 regularly with specific organization leaders as determined by supervisor;
- Attend organization meetings and events (on and off-campus) held, hosted, or largely attended by the group as determined by supervisor;
- Assume an active role in the implementation and facilitation of Triad, a comprehensive, intentionally designed organizational leadership training program for Tier III student organization leaders which includes online modules, retreats and biweekly sessions;
- Assist in developing an effective working relationship and advisory network with staff within the department and across campus engaged in providing support to student leaders;
- Serve as a liaison between the University administration and the student organizations particularly as it involves the interpretation of policy and processes;
- Assist in program evaluation and assessment including instrument design, data collection, analysis, and reporting;
- Support the development and delivery of customize training opportunities related to organizational and individual leadership;
- Completing other duties as required including, but not limited to, website design and updating, office projects and department committees.

**Qualifications:**
- Acceptance to an appropriate graduate program at the University of Connecticut;
- Strong knowledge of, experience with, and/or demonstrated interest in providing effective advisement and support to student organization leaders;
- Active commitment to identity reflection and the work of anti-racism, social justice and inclusion;
- Knowledge and/or interest in student development, leadership education, organizational and leadership theories;
- Demonstrated ability to assist in the development and delivery of meaningful leadership development opportunities;
- Exceptional communication and interpersonal skills; public speaking experience;
- Commitment to excellence in the development of student-centered programs and services;
- Organization, creativity, self-motivation, a sense of humor, initiative, multi-tasking skills, and a can-do attitude.

**Commitment:**
- This assistantship is a full-time assistantship, 20 hours per week, on a 9-month appointment. This is a two-year assistantship pending a satisfactory performance after the first year.
- Specific schedule will vary based on student’s availability, student organization scheduling, and programmatic needs. Weekend and evening hours are required in order to attend related meetings, trainings and events.