

PUBLIC HEALTH-GLOBAL HEALTH MAJOR POSITION ANNOUNCEMENT

Position Title: Graduate Student Assistant, Experiential Learning

Supervisor: Joe Harper Kowalczyk, Academic Services Director; Anjolie Ganti, Associate Teaching Professor

Hours per week: 20

Start Date: August 1, 2021

End Date: June 30, 2022

Application Deadline: priority deadline July 6, 2021; final deadline July 19, 2021

Position Summary: The Public Health-Global Health Major is seeking one (1) Graduate Student Assistant (GSA), for 20 hours per week, during the 2021-2021 academic year – summer, autumn, winter, and spring quarters. The GSA will serve as an integral member of a dynamic student services team coordinating experiential learning, including academic internships, honors, service learning and other experiential learning opportunities for undergraduate students in the Public Health-Global Health Major. This position is appropriate for graduate students from the School of Public Health and College of Education with an interest in the following: advising, administration, and equity, diversity, & inclusion, along with building strong and sustainable partnerships with community-based organizations and interprofessional groups that provide students with learning opportunities to build skills and experience in becoming anti-oppressive public health practitioners.

Specific Job Functions:

Partner Development and Sustainability for Experiential Learning

- Recruit and steward partners who are well matched to host and/or provide experiential learning experiences
- Assist with managing relationships with key stakeholders including students, faculty, staff, researchers and community partners.
- Work with community partners, UW research centers and faculty to develop equity-centered experiential learning opportunities that support professional growth for students.
- Seek out experiential learning opportunities that allow students to explore and reflect upon the impact of structural oppression and social determinants of health in a community-based setting.
- Develop an experiential learning manual and promotional materials for community partners, faculty and students to aid in recruitment and matching of experiential learning opportunities
- Support community partners in writing about learning opportunities that are accessible to students who are interested in building their professional skills
- Maintain excellent records and regular communication with community partners

and stakeholders in service of developing and maintaining authentic relationships with community partners.

- Foster connections between students, alumni, the Major, and School for strong, robust relationships.

Student Preparation for Experiential Learning

- Create standard operating procedures for intern onboarding including addressing needs for affiliation agreements, criminal record checks, vaccinations, etc. for undergraduate students
- Increase students' awareness of health education organizations at UW or locally via regular communications, advising, and partnership development
- Assist academic advisers on workshops related to experiential learning, professional skill development, and internship and job search processes
- Work closely with advisers and partners to ensure that students are well matched for the experiential learning opportunity
- Support students experiential learning onboarding and offboarding processes
- Coordinate with service learning faculty to match courses with community partners who are offering service learning opportunities that are grounded in anti-racist social justice principles
- Coordinate with faculty to orient community partners about course logistics, learning goals, and student interests in projects
- Provide appropriate scope-of-duty support in cases of emotional and/or psychological distress, and make referrals to additional resources as needed
- Other tasks, as necessary

Required Qualifications:

- Minimum standing of current graduate student in the UW Graduate School (or other UW School or College)
- Familiarity with and excitement for working with university or college students from marginalized populations.
- Experience with community organizing or engagement
- Strong problem solving and organizational skills
- Excellent written, oral, and interpersonal communication skills and ability to work with faculty, staff, students, and the public
- Familiarity with and commitment to the mission and values of public health

Preferred Qualifications:

- Experience with advising and higher education administration, student affairs, student development, and/or adolescent and young adult development
- Experience with community public health
- Demonstrated experience and success with experiential learning
- Ability to understand, interpret, and communicate to others complex policies and procedures
- Consummate team player willing and able to partner effectively with others.
- Familiarity with UW systems including Canvas and Electronic Academic Records System (EARS)

Salary: Commensurate with academic eligibility

Application Procedure: Please submit the following via the [PH-GH GSA Application Google Form](#):

- Application
- Resume
- Cover letter
 - In your cover letter, please include a distinct paragraph that describes your experience working with diverse student populations and your efforts to further your knowledge and/or experience around equity, diversity, and inclusion.
- Unofficial transcript

****Note that you must be signed into a Google account (UW or preferred Gmail account) in order to submit this application.**** If you're having problems, please contact joehk@uw.edu.

Non-discrimination Statement: The University of Washington reaffirms its policy of equal opportunity regardless of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam era veteran. This policy applies to all programs and facilities, including, but not limited to, admissions, educational programs, employment, and patient and hospital services. Any discriminatory action can be a cause for disciplinary action. Discrimination is prohibited by Presidential Executive Order 11246 as amended,

Washington State Gubernatorial Executive Orders 89-01 and 93-07, Titles VI and VII of the Civil Rights Act of 1964, Washington State Law Against Discrimination RCW 49.60, Title IX of the Education Amendments of 1972, State of Washington Gender Equity in Higher Education Act of 1989, Sections 503 and 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Age Discrimination in Employment Act of 1967 as amended, Age Discrimination Act of 1975, Vietnam Era Veterans' Readjustment Assistance Act of 1972 as amended, other federal and state statutes, regulations, and University policy. Equal Opportunity and Affirmative Action compliance efforts at the University of Washington are coordinated by the Office of Equal Opportunity and Affirmative Action, University of Washington, 231 Gerberding Hall, Box 351240, Seattle, Washington, 98195-1240, telephone 206.543.1830 or email eoaa@u.washington.edu.

Access Statement: The University of Washington is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, as a visitor or a student, contact the Disability Services Office at least ten days in advance at: 206.543.6450/V, 206.543.6452/TTY, 206.685.7264 (FAX), or dso@u.washington.edu.