Position Description

JOB TITLE: CHALLENGE PROGRAM – Graduate Assistant

APPOINTMENT: 16 hr week w/ waiver & stipend

REPORTS TO: Coordinator of Outdoor Recreation

PREFERRED START: Spring Semester

About Georgia State University
Georgia State University is in Atlanta, with an enrollment of over 50,000 students. The mission of the department of Recreational Services is to promote healthy lifestyles through exceptional recreational programs, services, and facilities. At the Atlanta campus, Recreational Services is housed in the 161,000 ft², $30 million Student Recreation Center (SRC). Our two off-campus sites are also managed by the department; Panthersville Recreation Complex, an outdoor lighted multipurpose athletic field area and the Indian Creek Recreation Area which includes the Lodge, Challenge Course, Outpost, an outdoor pool, event lawn, and sand volleyball court. The department also offers recreation opportunities at our five Perimeter campus locations.

About Georgia State University Graduate Assistantships
The department of Recreational Services offers numerous graduate assistant opportunities. Our positions are designed to provide enhanced service to our patrons and programs while providing an excellent opportunity for the graduate student to enhance their academic knowledge and professional skills. This position is specific to supporting programs or services offered at the Atlanta campus. The information below is for your review to assist in your decision on whether to apply for the position.

Tuition will be waived including out of state waiver. You are responsible for your student fees (http://sfs.gsu.edu/tuition-fees/what-it-costs/tuition-and-fees/) and books. Current graduate assistants are granted a 10% book discount at the GSU bookstore. You will receive up to $4,500 stipend Fall and Spring semesters and up to $3,000 for Summer (depending on your appointment/hours worked). These amounts are based on 20 hours of work per week during the academic semester. This appointment is on a semester-to-semester basis dependent upon job performance and funding. Scheduling will be determined by your supervisor and will vary each semester. Academic classes will be accommodated. Please note that you do not get your first check until the last working day of September. Plan accordingly. For more information on application requirements and deadlines for the College of Education, please visit http://education.gsu.edu/oaa/App_Deadlines.htm.

Job Description:
The Graduate Assistant of the Challenge Program – the Department’s experiential education/ropes course program, under the direction of the Coordinator of Outdoor Recreation, has the responsibility of organizing and executing all events for client groups throughout the year.

Primary Responsibilities:
• Responsible for assistance with staff training/workshops, equipment logistics, staff coordination/direction for each event, and day plans – working closely with position #1 to develop a quality program. They are asked to facilitate some but not all teambuilding events with initiatives/games, and low & high ropes elements, and ultimately, ensure the day of the event is a success serving as a site supervisor as needed.
• Deliver excellent customer service
• Support the philosophy of the Department of Recreational Services

Secondary Responsibilities:
• Both positions must possess strong customer communication skills, an understanding of typical experiential events to direct/lead client, and ability to work simultaneously with one another or potentially cover in an absence of position. Position # 2 must be able to lead team building and ropes course sessions and have 1-2 years experience. Challenge Course certifications or adventure therapy expertise preferred.
Other teambuilding events (initiatives) may occur off-site at various locations including gym space in downtown Student Recreation Center (SRC), SRC climbing wall, riverside parks on rafting trips, and other outside gatherings.

Attend all staff meetings and trainings hosted by the Department of Recreational Services.

Evening/Weekend work responsibility as required. A basic workspace is onsite; primary work location in the Student Recreation Center downtown.

Minimum Requirements and Employment Terms:

- Bachelor’s degree in Recreation, Physical Education, Business, Communications, Sports Administration or closely related field.
- Acceptance into the Master’s Program at Georgia State University, pursuing a degree. Must be accepted to receive a position offer.
- Must maintain a 9-hour class load for fall and spring semesters; 6-hour class load during the summer semester.
- Work on average 20 hours per week. Scheduling will be determined by your supervisor. Schedule will vary each semester.
- Certification for Adult CPR/AED/First Aid or can obtain within first month
- The appointment will be for the academic year (Fall, Spring, Summer). The appointment is on a semester-to-semester basis dependent upon job performance and funding. If funding allows and job performance is satisfactory a two-year commitment is expected.
- Assume responsibility for the mandatory health insurance requirement (http://www.studentinsurance.com)