NOTICE OF VACANCY

DATE OF NOTICE: February 8, 2010

POSITION: Graduate Assistant, Department of Geography

DATE OF APPOINTMENT: August 23, 2010


SALARY RANGE: Up to $9,000 for the academic year (20 hours per week). Benefits include waiver of out-of-state tuition rate and tuition stipend for up to 18 credits a year (9 credits per semester) excluding summer sessions. Appointments made after the tenth day of classes are not eligible for tuition waiver.

RESPONSIBILITIES:
To provide research assistance to faculty members, laboratory assistance in a techniques course, or technical support such as maintaining equipment, grading, or map and library work. There may be an opportunity to teach a general education course.

QUALIFICATIONS:
Applicants must have a Bachelor's Degree with a major in geography or related discipline, and be eligible for admission to an MSU graduate program and not currently denied. Enrollment in at least 6 credits of graduate-level coursework for each semester of the assistantship and good academic standing.

OTHER CONSIDERATIONS:
Demonstrated ability to work independently and cooperatively. Current or eligible for full-time graduate student status. High potential for graduate study as measured by undergraduate GPA or graduate GPA (if any). Demonstrated commitment to fostering a diverse working and learning environment.

RELATED INFORMATION:
Graduate Assistant will be chosen from the pool of applicants available at the initial application deadline specified above. Contingent on satisfactory performance and available funding, there is a possibility that this appointment may be continued beyond the initial period of employment. Graduate assistants are required to enroll for a minimum of six graduate credits per semester (500 or 600 level).

Additional information about graduate assistantships at Minnesota State Mankato and application are available at: http://grad.mnsu.edu.

TO APPLY:
Submit completed Graduate Assistantship Application form (available at: http://grad.mnsu.edu/forms/appforgradassistantship.pdf), unofficial copy of transcript, resume and a cover letter addressing your qualifications for the appointment to:

Name: Carol Reedstrom, Office Manager
Department of Geography
Minnesota State University, Mankato
7 Armstrong Hall
Mankato, MN 56001

Phone: (507) 389-2617
TTY: (800) 627-3529 or 711
E-mail: carol.reedstrom@mnsu.edu

Minnesota State University, Mankato has a long-standing commitment to diversity and is actively seeking to nurture and enrich its underrepresented communities. Women, minorities, and individuals with disabilities are encouraged to apply.

In accordance with USCIS regulations, successful applicants must be legally able to accept work in the United States.

Requests for reasonable accommodation of a disability during the application and/or interview process should be made to the Office of Human Resources, 507-389-2015 (V), 800-627-3529 or 711 (MRS/TTY). This Vacancy Notice is available in alternative format upon request.

Minnesota State University, Mankato is an affirmative action/equal opportunity University and is a member of the Minnesota State Colleges and Universities System.