NOTICE OF VACANCY

OPENING DATE: April 30, 2020
POSITION: Doctoral Assistant: Department of Educational Leadership (One .75 position)
APPLICATION DEADLINE: June 1, 2020 or until position is filled.
DATE OF APPOINTMENT: August 2020
SALARY: $4,500 (10 hours/week); tuition waiver up to 6.75 credits per semester.

RESPONSIBILITIES: The Department of Educational Leadership currently has one .75 UDA position available. Students that are awarded these assistantships should advance the long-term vision of MSU being the top applied institution in the state, which will help make us regionally and nationally known for specific academic programs, and which will help brand us as a doctoral institution. These research assistantships are intended to raise the profile of our program and doctoral education at MSU. Each assistantship awarded will include a $4,500 salary and up to 6.75 hours of tuition waiver each semester. Awards can be awarded at the discrepancy of the program providing they advance the research agenda as stated above.

REQUIRED QUALIFICATIONS:
- Foster significant faculty/student collaboration and may lead to joint authorship of substantial articles.
- Advance the student’s own research agenda, especially if the agenda has the possibility of substantial publication or presentation.
- Support dissertation research; and/or have the potential to significantly enhance the scholarly productivity of program faculty.

PREFERRED QUALIFICATIONS:
- Demonstrated commitment to fostering a diverse working and learning environment.
- Admitted to a doctoral program in Educational Leadership.
- Documented effective writing and research skills.
- Basic computer skills (word processing, publishing, presentation technologies).

RELATED INFORMATION: Graduate assistants must be enrolled for a minimum of six (6) graduate credits each semester. Included in this assistantship is a credit waiver of 4.5 credits per semester. Contingent upon satisfactory performance and available funds, there is a possibility that this appointment may be continued beyond the initial period of employment. Additional information about graduate assistantships at Minnesota State Mankato and application are available at: http://grad.mnsu.edu/. Additional information on Minnesota State University, Mankato can be found at www.mnsu.edu.

TO APPLY: In order to be considered for this position, please submit 1) a letter of interest that explains your qualifications for the position; 2) a current resume that specifically describes your teaching experience; 3) one letter of reference (including address, email contact and phone numbers; 4) a Graduate Assistantship Application https://grad.mnsu.edu/globalassets/college-of-graduate-studies-and-research/files/documents/forms/grad-app-form.pdf. The materials submitted along with the application for admission, to the program, will also be considered when determining Graduate Assistantship appointments. The assistantship application packet can be e-mailed to candace.raskin@mnsu.edu.

CONTACT
Candace Raskin, Department of Educational Leadership
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MNSU at Edina
Edina, MN

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TTY: 800-627-3529 or 711
Email: candace.raskin@mnsu.edu

NOTICE: In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle, shall be required to conform to MnSCU’s vehicle use criteria and consent to a Motor Vehicle Records check.

The Minnesota State University, Mankato Annual Security and Fire Safety Report is available for your review. This report is required by federal law and contains policy statements and crime statistics for the University. The policy statements address the school’s policies, procedures, and programs concerning safety and security. Three years’ worth of statistics are included for certain types of crimes that were reported to have occurred on-campus, or in other University affiliated locations. This report is available online at http://www.mnsu.edu/safety/. You may also request a paper copy from University Security at 507-389-2111 or by emailing security@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, veterans, 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 an 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.