NOTICE OF VACANCY

OPENING DATE: November 4, 2020
POSITION: Graduate Assistant: Communication Studies
APPLICATION DEADLINE: February 15, 2021 or until filled.
DATE OF APPOINTMENT: August 2, 2021
SALARY: $10,000.00 stipend (20 hours per week) plus tuition stipends (up to 9 credits/semester). Appointments made after the tenth day of classes are not eligible for tuition waiver.

RESPONSIBILITIES: Graduate Teaching Assistants (GTAs) will teach up to two sections of the basic hybrid communication course each semester. GTAs may also apply to serve as Graduate Forensic Assistants who may have reduced teaching loads.

REQUIRED QUALIFICATIONS:
- Applicants must be admitted to the Communication Studies graduate program and have a completed Bachelor's Degree by August 2, 2021. Information about admission standards is available at https://carts.mnsu.edu/academics/communication-studies/student-resources/graduate-student-information/graduate-application-process/
- Enrollment for a minimum of six credits per semester, at the graduate level, is required. GTAs that are hired with a summer appointment must be enrolled for at least one graduate credit.

PREFERRED QUALIFICATIONS:
- Demonstrated commitment to fostering a diverse working and learning environment.

RELATED INFORMATION: Contingent on satisfactory performance and available funding, a possibility may exist for an appointment to continue beyond the initial period of employment. Additional information about graduate assistantships at Minnesota State University, Mankato is available at https://grad.mnsu.edu/graduate-student-resources/graduate-assistantships/. Additional information on Minnesota State University, Mankato can be found at www.mnsu.edu.

TO APPLY: To be considered for this position, please submit 1) a cover letter; 2) a brief resume; 3) a graduate assistantship application https://mankato.mnsu.edu/globalassets/admissions/grad/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 emailed to deepa.oommen@mnsu.edu.

CONTACT:
Dr. Deepa Oommen, Graduate Studies Coordinator
Department of Communication Studies
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Mankato, MN  56001
Phone: 507-389-2367
TTY: 800-627-3529 or 711
Email: deepa.oommen@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 (MFR/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.
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