NOTICE OF VACANCY

OPENING DATE: May 8, 2020
POSITION: Graduate Assistant in Sport Management - Department of Human Performance
APPLICATION DEADLINE: Priority consideration will be given to applications received by May 26th, 2020
DATE OF APPOINTMENT: August 2020
SALARY: A full graduate assistantship includes a stipend of up to $10,000 with a tuition waiver of up to 9 graduate credits each semester. Appointments made after the tenth day of classes are not eligible for tuition waiver.

RESPONSIBILITIES:
The Sport Management Graduate Teaching Assistant will require work in one or more of the following areas:
- Assist faculty members with their teaching assignments
- Help conduct, analyze, and write up research
- Market the program
- Support faculty advising
- Assist in expanding cooperative educational partnerships with sport management organizations
- Assist with developing event and study abroad initiatives
- Other similar duties

REQUIRED QUALIFICATIONS:
- Admission to a MSU Master’s program in Sport Management.
- Minimum GPA of 3.0 for the last two years of undergraduate work.
- Must be enrolled for a minimum of six graduate credits per semester.

PREFERRED QUALIFICATIONS:
- Demonstrated commitment to fostering a diverse working and learning environment.
- Current or potential full-time graduate student status.
- Effective written and oral communication skills.
- Good academic standing.

RELATED INFORMATION: Contingent upon satisfactory performance and available funds, there is a possibility that this appointment may be continued beyond the initial period of employment. The initial appointment(s) will be made from the pool of applicants available at the initial application deadline specified above. If other vacancies occur during the academic year, all applications, including those in the original pool and those received after the initial application deadline, will be considered. All applications in the pool become inactive on July 1, 2020. Additional information about graduate assistantships at Minnesota State Mankato and application are available at: http://grad.mnsu.edu/.

TO APPLY: Submit cover letter designating area in which you wish to apply, completed Graduate Assistant Application (http://grad.mnsu.edu/forms/appforgradassistantship.pdf), resume, and three letters of recommendation. All materials previously submitted supporting application for admission to the program may also be used when determining Graduate Assistantship Appointments. Please indicate this when submitting the Graduate Assistantship application. To be considered, you MUST indicate which position you are applying for on your application. If you are applying to more than one graduate program simultaneously, you should submit separate Graduate Assistantship Application forms. Incomplete applications will not be considered. Completed applications and letters of reference should be uploaded to https://www.dropbox.com/request/fShqZUr4JHpDk3bxRSvI . All current graduate assistants should reapply since the appointments are for 1 year.

CONTACT
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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.
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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.