NOTICE OF VACANCY

OPENING DATE: February 20, 2020
POSITION: Graduate Assistant: Music
APPLICATION DEADLINE: April 18, 2020
DATE OF APPOINTMENT: August 24, 2020
SALARY: Up to $10,000 plus tuition stipends, dependent upon availability of funds, period of appointment and assignment. Appointments made after the tenth day of classes are not eligible for tuition waiver

RESPONSIBILITIES:
- Assist in teaching courses in choral and vocal music.
- Assist Director of Choral Activities in development and oversight of choral program.
- Depending on experience, assist with vocal and choral areas and/or accompanying.
- Proctoring exams and assisting with large Music Appreciation classes.
- Provide Organizational Support to other musical ensembles or areas.
- Other department duties as assigned.

REQUIRED QUALIFICATIONS:
- Undergraduate GPA of 3.00 on a 4.00 scale.
- Enrollment in a minimum of six (6) graduate credit per semester during assistantship.
- Enrolled in a graduate program of MNSU (with preference given to Music degree program) by August, 2020.

PREFERRED QUALIFICATIONS:
- Demonstrated commitment to fostering a diverse working and learning environment.
- Bachelor’s degree in Music.
- Eligible for acceptance into the graduate program in Music.
- Piano accompanying skills and experience.
- Attention to detail; professionalism and dependability.

RELATED INFORMATION: Additional information about graduate assistantships at Minnesota State University, Mankato, and applications are available at http://grad.mnsu.edu/assistantships/. 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) cover letter 2) a brief resume; 3) unofficial transcript 4) a Graduate Assistantship Application http://grad.mnsu.edu/forms/appforgradassistantship.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 aaron.humble@mnsu.edu.

CONTACT
Aaron Humble, Director of Choral Activities
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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.

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.