

# GRADUATE ASSISTANT

FRESNO STATE CLUB SPORTS

FRESNO STATE

Student Involvement

<b>Type:</b>	Part-time, non-benefited graduate student position
<b>Supervisor:</b>	Coordinator, Student Organizations and Leadership Development
<b>Wage:</b>	\$16 per hour
<b>Schedule:</b>	15 to 20 hours per week; term August to May
<b>Openings:</b>	1
<b>Location:</b>	Fresno, CA (In Person)

## Position Description

Assist in the development and implementation of a comprehensive Club Sports program ("Program") at Fresno State through the management of student organizations, risk, web platforms, an advisory council and collaboration with on-campus departments and off-campus organizations.

Responsibilities include, but are not limited to:

- Assist in the day-to-day operation of the Program, including, but not limited to, marketing, scheduling, financial management, policy review and risk management practices.
- Assist in the implementation of the concussion protocol, including online IMPACT software.
- Assist in the development and implementation of coach certification and standards.
- Assist in the ongoing development and implementation of the Sport Psychology Internship.
- Assist in the maintenance of web-based management and organization materials.
- Assist, plan and facilitate training, advising and leadership development for student leaders.
- Serve as a liaison to Program participants for information, updates and opportunities.
- Manage presentations and commitments of the Program in conjunction with student leaders.
- Participate in collaboration and discussion with on- and off-campus entities working with the university-recognized teams of the Program.
- Review and research best practices for similar programs.
- Other duties as assigned.

## Qualifications

- Enrolled in 6 or more units (international: 9 or more) in a Fresno State graduate program (preferred relatable field).
- 3.00 cumulative GPA or above

## Department

The **Student Involvement Center** in Resnick Student Union, Room 314 promotes a memorable and meaningful experience through events, student organizations and leadership. From Welcome Week to Commencement, our team fosters growth and community to empower the next generation of leaders. Visit [fresnostate.edu/involvement](https://fresnostate.edu/involvement) or follow [@FSGetInvolved](https://twitter.com/FSGetInvolved) to learn more.

## HOW TO APPLY

Submit a resume and cover letter that addresses your interest and what you hope to gain from the position to Eddie Dominguez (Coordinator) at [eddominguez@csufresno.edu](mailto:eddominguez@csufresno.edu). Review of applicants will begin June 1; open until filled.