



**Graduate Assistant
Student Engagement & Enrollment Services
Dean of Student Offices - Student Government Association**

Job Summary: The Graduate Assistant for the Student Government Association will assist with the supervision and development of the Student Government Association.

Office Website: <https://www.odu.edu/life/dean-students>

Contact: sga@odu.edu

Duties & Responsibilities:

- Assist with advising the committees within the senate, as well as co-advise the entire student government board with their issues, initiatives, and programs.
- Directly advise Committee Chairs and/or Executive officers.
- Assisting with the planning of leadership development retreats and ongoing leadership training.
- Assist SGA with maintaining current officer information, communication, elections, and senator training.
- Assist with other programs created by the Dean of Student Life.
- Serve as a member of the SEES staff and will be responsible for assisting with event planning and management programs.



- GA will enhance his/her communication and skills.

Compensation: \$15,000 will be paid over fall and spring semesters. Out-of-state students will receive a tuition waiver equivalent to in-state tuition.

Length of Assistantship: 9 months