

GRADUATE ASSISTANT POSITION OPENING
DEPARTMENT OF KINESIOLOGY

DESCRIPTION -

The assistantship is designed to give the graduate student varied experiences involved in the undergraduate Kinesiology programs, as well as offering a diverse program of studies leading toward the Master's Degree. The position is available for the 2020-2021 and 2021-2022 academic years, beginning August, 2020.

ELIGIBILITY -

Qualified graduates of an accredited college or university with preference towards those with a bachelor's degree in a field related to Kinesiology. Though not required, additional preferences will be given to those who have any of the following: Lifeguard/CPR/First Aid Instructor Trainer certification; are a NSCA Certified Strength and Conditioning Specialist; and/or NATABOC Certified Athletic Trainers.

STIPEND -

Graduate assistants receive 36 credits toward graduate degree credits over a two-year time period. (Contract is renewable after year 1 based on performance in this position)

CANISIUS COLLEGE is a private, independent Jesuit college. A Buffalo landmark since 1870, Canisius College has woven itself intimately into the history of the Western New York community by offering its citizens a quality education. Canisius College is a member of the Metro Atlantic Conference which competes at the NCAA Division I level. Established as a liberal arts college, Canisius has grown to include a Graduate Division. The Kinesiology Department is housed in the School of Education and Human Services.

APPLICATIONS -

Priority application deadline is February 28, 2020 and the position will remain open until filled. Incomplete applications will not be considered. Please send a completed graduate assistantship application, current resume, and two letters of recommendation to:

Ms. Julie Marzolf
Department of Kinesiology
Canisius College
2001 Main Street
Buffalo, NY 14208

Phone: (716) 888-2960 FAX: (716) 888-8445
E-Mail: schwab12@canisius.edu Website: www.canisius.edu

Additional Information

RESPONSIBILITIES:

The department of Kinesiology currently offers one Graduate Assistantship (G.A.). The graduate assistants are employed by the department within the Canisius College structure. Direction of the assistantship is provided by the department chair and/or program directors. The following Graduate Assistant tasks may include, but are not limited to:

Department Responsibilities To The Graduate Assistant

- Provide an academic advisor or referral to appropriate department.
- Provide a learning environment in conjunction with personnel expertise.
- Provide an office area to perform department related tasks.
- Provide tuition waivers at normal graduate education fee rates as agreed upon with the program director and department chair for 36 credits over 2 years. Additional courses or MBA courses are at the expense of the G.A., not the department.
- Provide administrative services for academic instruction only as required.

Graduate Assistant Responsibilities to the Department

- Assist faculty in the delivery of courses as assigned by the Program Directors and/or Department Chairs.
 - Preferred:
 - American Red Cross Lifeguarding, CPR, and AED certifications to serve as lifeguard for Department of Kinesiology courses delivered in the pool, and/or
 - NSCA Certified Strength and Conditioning Specialist; and/or
 - NATABOC Certified Athletic Trainer
- Assist a faculty member in coordinating the Kinesiology Society (student club)
 - Attend monthly meetings.
 - Meet with undergraduate student leaders to determine monthly agendas, service activities, end of the year celebration, coordinate guest speakers, etc.
 - Act as a liaison between the faculty and the Society
 - Coordinate undergraduate student leaders with the apparel order
 - Maintain communication with undergraduate student leaders to provide Society direction.
 - Assist in developing the yearly Kinesiology Society budget
- Assist the Program Directors in maintaining order and inventory of department supplies and equipment.
 - With faculty coordinate and administer the Fitness Testing Programs.
- Assist the Education Program Directors in accreditation requirements and program assessments.
- Assist faculty in the management and organization of field experiences and internships.
- Maintain the Department bulletin boards.
- Assist the Program Directors as needed.
- Assist faculty in their research as needed.
- Update and serve as priority contact for social media sites for the department programs as requested.
- Acquire public safety van certification for miscellaneous travel.
- Any other tasks and/or responsibilities as assigned.