

Graduate Assistant for Residential Education

Process and timeline for applying for a '19-'20 Housing Graduate Assistantship

To apply for a graduate assistantship within the Department of Housing & Residential Education (HRE), please follow the process below:

1. Apply for Graduate School Admission

- a. Apply for admission into the Educational Leadership and Policy (ELP) Program by 4:00pm MST on January 10, 2019. More information about the program and the application can be found here: <http://elp.utah.edu/programs/m-ed/student-affairs/admissions.php>
 - i. ***Note:** Housing & Residential Education assistantship offers are contingent upon admission to the ELP Program.
 - ii. When completing the ELP application (or in communication following the application process) candidates should make sure to indicate their interest in a Housing Assistantship.
- b. Candidates will be invited to participate in interviews with the ELP faculty to be held via Skype or phone in early February. Candidates will be notified of admission in the week of February 14, 2019.

2. Apply for Housing & Residential Education's Assistantship (This is separate from the ELP application)

- a. Apply for a graduate assistantship position within Housing & Residential Education by January 10, 2019 for priority. The application requires a cover letter and current resume. The application can be found here: <http://utah.peopleadmin.com/postings/84913>
- b. If attending OPE, you should be sure to include OPE mailbox information in your cover letter.

3. Interview With Our Team and Visit Campus

- a. If you are attending the Oshkosh Placement Exchange (OPE):
 - i. You may contact us with questions about our assistantship or to request an interview either through the OPE email system or by direct contact with the hiring coordinator, Jenni Schreiner, at jschreiner@housing.utah.edu.
 - ii. Qualified candidates will be contacted to schedule an interview with our team during the Oshkosh Placement Exchange (OPE) held on February 28-March 3, 2019.
- b. If you are not attending OPE:
 - i. Qualified candidates will be contacted to participate in 1-2 phone interviews in early-mid February.

4. Visit campus

- a. Admitted students will be invited to attend Campus Preview Days on March 20-22, 2019. This visit will include ELP and academic specific experiences (such as interactions with ELP faculty, current graduate students, and fellow prospective students).
- b. Top candidates seeking Housing Graduate Assistantships will be invited to Housing specific activities to learn more about our department and position.

5. Learn about Admission Decisions and Assistantship Offers

- a. Initial admissions decisions and graduate assistantship offers will be granted as early as March 27, 2019.

Questions regarding this assistantship should be directed to:

Jenni Schreiner

Assistant Director for Residential Education

jschreiner@housing.utah.edu

801-587-0860