

LGBTQ+ and Gender Office Graduate Assistant Position

The Unity Center is a department of the Division on Community, Equity, Diversity (CED). The Center looks to engage students in meaningful and critical dialogue about their academic, social, and emotional experiences, while challenging systems of oppression such as racism, sexism, classism, heterosexism, dis/ableism, and colonialism. The Center oversees resources and services on campus relating to identity and social justice, including a Gender & LGBTQ+ Office, an Intercultural Office for Students of Color, the Office for Immigrant, Undocumented, Refugee, and International Students, and Interfaith Services. In addition to intersectional programming, each individual office is responsible for providing support services and resources for marginalized and disenfranchised communities on campus.

Responsibilities Include:

- Assist Coordinator with any ongoing projects or special events.
- Compile resources, services, scholarships, fellowships, and internships that pertain to the LGBTQ+ community or have a focus on gender and women's rights.
- Maintain and contribute to database of resources on college website, and in the Center.
- Supply readings, articles, news, and stories that pertain to the LGBTQ+ community or have a focus on gender and women's rights.
- Develop curriculum and materials for workshops and trainings for Office that can be requested by any faculty/staff member on campus. Also available to student organizations, student orientations, or RA's.
- Work with student leaders in the Unity Center that express interest in stepping into facilitator roles for said workshops/trainings.
- Develop network of partnerships with RIC community members and wider Rhode Island community providers on providing supports for LGBTQ+, gender fluid, and cis gender women identified students.
- Engage Unity Center students in thought provoking conversations, and act as an additional resource in space for day to day activities and functions of the space.
- Work collaboratively with other GA's to produce intersectional resources, programming, and support for students.
- Attend any community related events as a RIC Unity Center LGBTQ+ and Gender Office representative.
- Attend and help promote all Unity Center events/programs as schedule permits.
- Assist in the development of Unity Center programming calendar.
- Mentor undergraduate work-study students working in the Unity Center.

Qualifications Include:

- Experience working within the LGBTQ+ community or demonstrated passion and interest in working with this community.
- Familiarity with language and current movement work within this community.
- Comfortable working as part of a team, and in a very social environment.
- Confidence with research, data collection, and program design.

Professional Development Opportunities:

- Bi-weekly staff meetings that provide administrative experience and community.
- Staff group readings and discussion on topics relating to Unity Center work that builds field knowledge, appropriate vocabulary, and confidence.

- Attendance at any local conferences, trainings, or workshops relating to Unity Center work.
- GA will have access to a large network of higher education professionals doing diversity, equity, inclusion work.
- Experience developing curriculum, managing databases, potentially doing grant writing or evaluation work.
- Exposure to a welcoming and warm community that is invested in your personal and professional development.

To Apply: Submit application, resume and cover letter to Barbara Kingston at:
bkingston@riuc.edu.