

THE MILITARY RESOURCE CENTER (MRC) Graduate Assistantship

BASIC FUNCTION: Provide necessary academic coaching and programmatic support for the RIC Military Resource Center. Reporting to the Assistant Director of Veteran Affairs and Military Programs while working alongside VA VetSuccess on Campus (VSOC). The position will provide support for identified military-affiliated students who would benefit from additional weekly/biweekly collaboration during studies. The RIC-MRC Graduate Assistantship is a full assistantship requiring 20 hours of work per week during the academic semester (or 2 half assistantships at 10 hours per week).

DUTIES AND RESPONSIBILITIES OF THE MRC GRADUATE ASSISTANT:

- **Academic Coaching** (specialized support services) for identified military-affiliated students
 - Many of these Veterans have significant learning disabilities, mild to moderate head trauma, anxiety, and PTSD. Additionally, they are often first-time college students who need assistance navigating the process and discussing their concerns/stressors
 - Others will need assistance getting acclimated to the college environment and setting themselves up for success
- Assistance with time management, organization, executive functioning, etc.
- Specialized tutoring or academic support in areas of qualification
- Group offerings with a focus on academic skills and mental health
- General familiarization with VA Benefits and community resources for Veterans/Military-affiliated students
- Collaboration within higher education environment with on-campus support services for student Veterans
- Support implementation of initiatives developed by the MRC faculty Liaison and Asst. Director of Military Programs at RIC
- Work collaboratively with the VetSuccess on Campus (VSOC) program
- Serve as a liaison for veteran's services with various offices and organizations on campus (Disability Services, SVO, Student Support, Student Affairs, VSOC, Learning for Life)
- Provide resources to students regarding degree programs and careers

BENEFITS TO THE GRADUATE ASSISTANT:

- 1) Enhance skills in support activities designed for military-connected students
- 2) Gain familiarity with issues military-affiliated students face in areas of higher education, education benefits, and available services
- 3) Engage with Veterans and service providers on topics of education, transition from the military to the academic community
- 4) Advance professional and personal understanding of the culture of the military
- 5) Participate in research related to assessing veterans' needs; presenting to local and regional meetings/conferences; disseminate findings in reports and/or publications.

QUALIFICATIONS:

Required - accepted degree candidate enrolled full time in plan of study (minimum 6 credits; maximum 9 credits); strong interpersonal skills; good communication skills; proficiency with Office software – Excel, Word.

Preferred – experience working with veterans; degree program in counseling or related field. Submit resume indicating interest to Rachael Garcia at rgarcia@ric.edu. Include MRC GA in the subject line.