

SCHOOL PSYCHOLOGY PROGRAM
GRADUATE ASSISTANTSHIP (1 PART TIME POSITION)
Can be combined with CEP Department GA position for a full-time position

Job Description

The graduate assistant will have the opportunity to assist on multiple projects connected with the School Psychology Program beginning in September 2022. These include:

- Supervising the Assessment Library and inventorying, organizing, and creating a reliable check in/check out system for our students' use of the test library.
- Assist School Psychology faculty in assessment courses and activities related to practice assessment, especially the use of technology-based assessment.
- Collect and interpret exit survey data from our recent school psychology program graduates.
- Collect and interpret employer survey data.
- Produce content for internal programmatic website, social media, departmental newsletter, and program website.
- Develop appropriate mechanisms to increase marketing to area schools and enhance recruitment of minority applicants.
- Assist with program recruitment, admissions, and interview day activities.
- Support NASP program accreditation site visit, anticipated in Fall of 2022.
- Engage in grant writing efforts to support School Psychology faculty secure external funding.

Contributions to Professional Development

The Graduate Assistant will benefit by:

- Deeper understanding of psychological assessments.
- Increased experiences using technology in assessment and communications.
- Experience organizing and analyzing data.
- Extended knowledge in the field of School Psychology.
- Networking with national experts in the field.
- Developing skills related to literature reviews and research.
- Close communication with program and department faculty.

Qualifications

Preferred qualifications include:

- a) Understanding of the field of School Psychology
- b) Knowledge and mastery of Microsoft Word, PowerPoint, Excel
- c) Knowledge of web-based surveys (e.g., Qualtrics) and social media platforms

Please [click here](#) for more information about full-time GA positions.

How to Apply

Please send a resume and cover letter to Shannon Eagle at seagle@ric.edu. Exceptional candidates will be contacted for a follow-up interview.