

***Paul V Sherlock Center on Developmental Disabilities  
Graduate Assistantship***

The Paul V. Sherlock Center on Disabilities is a University Center on Excellence in Developmental Disabilities (UCEDD). Since 1963, UCEDDs have worked towards a shared vision that individuals with disabilities participate fully in their communities. The core functions of a UCEDD include:

- Preservice Preparation
- Services (including technical assistance, community education, and direct services)
- Research
- Information Dissemination

**Graduate Assistant Responsibilities:**

The graduate assistant will have the opportunity to assist on multiple projects related to child, adolescent, and adult development across the lifespan including (1) early intervention, (2) school-based training and technical assistance, and (3) transition to meaningful post-secondary education and/or employment for adults with disabilities. Under the supervision of project leaders, duties may include: data management and analysis, developing training materials and products, assisting in the delivery of training, and conducting literature reviews to support grant writing and publication submissions. Additionally, the graduate assistant will have the opportunity to participate in interdisciplinary seminars designed to prepare individuals from varying academic disciplines to be future leaders in the disability field. Finally, the graduate assistant will have the opportunity to attend disability conferences (e.g., Disability Policy Seminar in Washington DC.)

**Benefits of a Graduate Assistant to the Sherlock Center**

The Sherlock Center has been fortunate to have a graduate student for the past few years. One primary benefit has been improvements related to the efficiency and efficacy of the services we provide. In addition, it has been beneficial to have a fresh perspective to help generate new ideas. Finally, the graduate assistant often brings a level of skill related to technology that surpasses many of our staff!

**Contributions to Professional Development:**

The Graduate Assistant will benefit by gaining a deeper understanding of the field of disability and the impact of disability on families across the lifespan. In addition, the Graduate Assistant will develop skills that will enhance their marketability upon graduation including those related to grant writing and data analysis.

**Qualifications:**

Preferred qualifications include candidates that have experience with managing large data sets and statistical analysis. Applicants must have leadership potential, strong communication and

writing skills, the ability to work independently, and knowledge of Microsoft Word, Excel, PowerPoint and SPSS.

**To Apply:**

Please send a resume and cover letter to Amy Grattan at [agrattan@ric.edu](mailto:agrattan@ric.edu) Exceptional candidates will be contacted for a follow-up interview.