



## Campus Recreation & Wellness

[Campus Recreation & Wellness](#) at Western Kentucky University is looking for our next cohort of graduate assistants for 2024-2026. We are seeking two (2) dynamic individuals who will join a strong tradition of successful graduate assistants to leave their mark on the Hilltopper campus community. Come join an energetic, fun, and student-centered staff that strives to enhance students' education by providing a holistic approach to wellness, experiential learning opportunities, and a sense of belonging. This is a two-year commitment with a renewable agreement contingent upon a successful evaluation at the end of year one.

Located in the heart of Kentucky's third-largest city, our hilltop campus is a place of beauty and friendliness. Whether you're looking to explore the natural world, walk to a restaurant downtown, or catch a sporting event, [Bowling Green](#) has a variety of attractions for WKU students and their families to enjoy. Additionally, Bowling Green is located approximately 110 miles south of Louisville and 65 miles north of Nashville, making it easy to travel to other regional destinations.

### **Graduate Assistantships Available (click on link for individual job descriptions):**

- **Fitness & Wellness Programs**
- **Sport Programs**

### **Graduate School Requirements:**

- Bachelor's Degree from an accredited four-year institution
- 3.0 Undergraduate GPA is required by the WKU Graduate School for all Graduate Assistants
- Graduate admission requirements vary by program
- Must be enrolled on a full-time basis (minimum 6 hours per semester) to receive assistantship, stipend, and tuition waiver

### **Physical and Mental Abilities Required:**

- Requires maturity, balance, multi-tasking, mental stamina, and the ability to think critically and independently.
- May require lengthy periods of sitting at the computer, attending meetings, or standing for lengthy periods of time conducting presentations or programs.
- May require light lifting of supplies and equipment and potentially for program set up.
- Ability to maintain a balanced perspective on sensitive issues is essential.
- Ability to handle stress and periodic overload in a mature manner is essential to this position.

### **General Department Job Responsibilities for All Graduate Assistants**

- Demonstrate commitment to diversity, equity, and inclusion, and contribute to an inclusive working and learning environment
- Adhere to daily office hours
- Lead department American Red Cross CPR, First Aid, AED certification courses for student staff (CRW to provide instructor certification)
- Attend and engage in professional and All-Student staff meetings/trainings
- Represent the department at various on and off campus recruiting events
- Provide oversight of program area in the absence of supervisor
- Work night and weekend hours (as needed)
- Performing other duties as assigned

## **Compensation and Benefit Package**

- ***Tuition Coverage***
  - Full-Tuition Waiver (Up to 9 hours during the fall and spring semesters)
    - Note: Online classes require a distant learning fee, to be covered by graduate assistant
    - If a degree requires summer classes, those classes must be covered by graduate assistant
- ***Stipend***
  - \$10,000 Stipend (August-May)
  - Paid in monthly increments (September-December, January-April)
  - Additional Employment Opportunities
    - Additional employment opportunities are available if desired during the summertime (paid hourly per student staff position rates) for non-GA level positions
    - During non-enrollment periods, there are opportunities to pick up additional hours assisting in student staff positions, paid at an hourly rate
- ***Hourly Work Requirements***
  - 30 hours (week before Fall Semester/Week before Spring Semester)
  - 20 hours (during Fall/Spring semester)
- ***Health Insurance (If needed)***
- ***\$1,000 Professional development allocation upon request and approval***

## **Condition of Hire**

- Contingent upon completing a satisfactory background check
- Must get full acceptance into the WKU Graduate School and Program of choice
- Must have American Red Cross/First Aid/AED certification (or willing to obtain once graduate assistantship begins)

## **Commitment:**

- 2 Year Agreement (2<sup>nd</sup> year contingent upon successful evaluation at the end of year one)

## **Start Date: Tentatively Monday, July 29<sup>th</sup>, 2024**

- **GA training week:** Tentatively July 29<sup>th</sup> – August 2<sup>nd</sup>
- **Preston Center Maintenance Week:** August 5<sup>th</sup> – 9<sup>th</sup>
- **All-Student Staff Training Week:** August 12<sup>th</sup> – 16<sup>th</sup>
- **WKU Classes Begin:** Monday, August 19<sup>th</sup>, 2024

**Applications will be reviewed when they are received.**