Graduate Assistant
Leadership and Service
Community Engagement Coordinator

The Center for Leadership and Service (CLS) educates students through meaningful experiences designed to prepare socially responsible leaders to create positive sustainable change. Students engage in lifelong service and civic participation through the Center by connecting with the greater community in action, change, and learning. The CLS promotes ethical, thoughtful, and globally-minded leadership, service, and civic engagement by encouraging students to grow and learn from the University’s Leadership Model: Self-Awareness, Integrity, Collaboration, Inclusiveness, Civil Discourse, Commitment, and Social Responsibility.

General Position Description
• Assist in the management and staffing of the Center for Leadership and Service
• Assist in the development and implementation of civic engagement programming
• Assist in assessment of current department programming
• Provide support for all programs of the Center for Leadership and Service
• Based on interest and needs, graduate assistants are encouraged to work on special projects.

Special Projects Specific to Position
• Coordinate two Days of Service (Fall & Spring)
• Coordinate two Volunteer Organization Fairs (Fall & Spring)
• Provide 1-on-1, and group, leadership and service consultations
• Assist in the development and implementation of service-learning training for faculty/staff
• Assist in the development and implementation of non-profit organization training
• Serve as the CLS Co-Liaison to Community groups
• Serve on CLS and Student Affairs committees for various initiatives
• Other projects as assigned. Projects could include: current program enhancement, new program development, assessment, or marketing

This is a 20 hour per week position. Possible summer employment is also negotiable. Preference is given to individuals with experience working with college students. But, candidates with strong interpersonal skills will be considered.

Compensation includes in-state tuition waiver for 9 credit hours, $11,000 stipend for an academic year (fall and spring semester) & GatorGradCare (health insurance).