University of Florida
First Generation Student Support – Graduate Assistantship
August 2015 – May 2016

Tuition waiver for 9 credits of graduate-level study, Gator Grad Care, and stipend.

At UF, approximately 25% of the incoming first year class are first generation students meaning neither parent has earned a bachelor’s degree. We know that students who are the first in their families to attend college have unique needs, challenges and strengths. This graduate assistantship reports to the Director of the Machen Florida Opportunity Scholars Program housed in the Division of Student Affairs.

Position responsibilities include but are not limited to:

- Advise the First Generation Student Organization (FGSO). The mission of this student organization is to build community of first generation students at UF. They create programs and opportunities to mentor and support other first generation students at UF. The GA will meet every other week with each executive board member as well as attend weekly leadership team meetings. Additionally, the advisor will attend FGSO functions and provide support to the organization. They will also oversee and approve the organization’s spending working closely with the treasurer. (estimated weekly commitment: 6 hours)

- Create and manage a new initiative tentatively called the “First Generation Advocate Program.” This is an effort to include faculty and staff members in the support of first generation students. (estimated weekly commitment: 6 hours)

- Coordinate the Life Coach Program which pairs interested third and fourth year first-generation students with a trained life coach to assist them with their transition out of college. Responsibilities include recruitment of coaches and coachees, training for coaches, pairing, and assessment and large group events such as an annual meet and greet reception. (estimated weekly commitment: 6 hours)

- Maintain fresh content for the First Generation website as well as social media. (estimated weekly commitment: 2 hours)

- Based on strengths and needs, opportunities to work on special projects such as assessment, program enhancement, assessment, social media, or marketing may arise.

- Serving as a member of the Division of Student Affairs and representative of the Vice President for Student Affairs Office at periodic meetings and events.
Position preferences:

- Experience working with college students as a mentor, coach, advisor, or teacher.
- Specific interest in or experience providing support to first-generation college students.
- Experience with technology and social media.
- Strong relationship building and communication skills.
- An appreciation for diversity and multiculturalism as well as a willingness to continue to learn about yourself.
- Interest in and experience working with a team.
- Ability to take initiative and work independently with support.
- Willingness to work nights and weekends but not to exceed 20 hrs/week.
- Graduate study in a related field such as Higher Education Administration, Family, Youth, and Community Sciences, Education, etc.

The position is 20 hours per week with occasional after-hour programs or events. The position begins in early-August 2015 and continues through May 2016. This position is a one-year contract with perhaps the ability to stay two years depending on demonstrated success as well as continued funding.

Contact Person: Leslie Pendleton, Director of the Machen Florida Opportunity Scholars Program, lesliep@ufsa.ufl.edu, 352-392-1265

The goal is to fill the position by April 30, 2015.

For more information about MFOS, please visit http://fos.ufsa.ufl.edu/ Facebook: UF Florida Opportunity Scholars Program Twitter: FOSatUF