Shooting sports education center graduate assistant

Position
The Shooting Sports Education Center (SSEC) Graduate Assistant will assist the Assistant Directors in the overall organization and administration of a highly visible, public indoor shooting and archery range. The SSEC offers open shooting, education, training, leagues, and tournaments as well as clubs for both firearms and archery. The SSEC is organized under the auspices of Campus Recreation and Intramurals and is unique in that it is open to the public.

Campus Recreation & Intramurals (CRI), a department within the Division of Student Affairs, provides growth opportunities and educational experiences that enrich the lifelong learning process of Georgia Southern students and the local communities. Benefits of participation in CRI programs include the application of leadership, decision-making, problem solving, conflict management, communication, and social skills. Program areas include Aquatics, Club Sports, Facility Management, Fitness, Group Fitness, Golf Course, Injury Prevention & Care, Intramural Sports, Marketing, Shooting Sports Education, Southern Adventures, and Wellness.

Responsibilities
The Shooting Sports Graduate Assistant will be responsible for assisting with the planning, scheduling, administration, management, supervision, and facilitation of programming and competition across the shooting sports disciplines. This assistantship will be adapted to utilize the strengths of the successful applicant as well as develop and expand upon these. Additional duties will include, but are not limited to, assisting with the planning, preparing, and facilitation of shooting sports classes; programming and competitive activities; data collection, assessments, and report analysis; marketing of SSEC programs and events; attend meetings and serve on assigned committees; and perform other duties as assigned. The applicant must be able to supervise and inspect routine maintenance and cleaning, as well as perform periodic equipment inventories. This position will require some weekend and evening commitments.

Required Qualifications
- Bachelor’s degree
- Admission into a GSU graduate program
- Demonstrated knowledge of firearms or archery safety and proficiency in equipment handling
- Program planning, implementation, and evaluation experience
- Ability to enforce safety standards in a polite and professional manner
- Excellent verbal/written communication skills
- Motivation, enthusiasm, and attention to detail
- Professionalism and willingness to learn

Preferred Qualifications
- Strong career aspirations in the shooting sports
- A background in the shooting sports to include: NRA, US Concealed Carry Assoc., USA Archery or National Archery in the Schools Program instructor certifications;
- CPR/First Aid certifications
- Strong organizational skills and attention to detail
- Self-motivation/ability to think “outside the box”
- Proficiency in computer skills (i.e. Word, Excel, web-based applications, etc.)

Stipend
$8,000 for a 10-month appointment with a full tuition waiver. Student is responsible for activity fees and books. Professional development funding and summer employment opportunities are available.

To Apply
Send a letter of application, resume, and three references to:

Matt Horst, Director
Shooting Sports Education Center
Georgia Southern University
Campus Recreation and Intramurals
P.O. Box 8078
Statesboro, Georgia 30460

For more information, contact Campus Recreation & Intramurals at 912-478-7732 or e-mail mhorst@georgiasouthern.edu.

Georgia Southern University is an EEO/AAP employer.