GRADUATE ASSISTANT - ARCHERY
SHOOTING SPORTS EDUCATION CENTER

Position
The Graduate Assistant for Archery at the Shooting Sports Education Center (SSEC) will assist the Assistant Director and Head Coach for Archery in the overall organization and administration of a growing archery program. The SSEC is a highly visible, public indoor shooting and archery range which 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.

Campus Recreation & Intramurals (CRI), a department within the Division of Student Affairs and Enrollment Management, 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. Other program areas include Fitness, Intramural Sports, Facilities/Informal Recreation, Club Sports, Outdoor Recreation/Challenge Course, Aquatics, and the GSU Golf Course.

Responsibilities
Primary responsibilities include assist with the planning, preparing, supervision and facilitation of educational archery instruction. 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 not limited to: assisting with the planning, scheduling, management, supervision and facilitation of programming and competitive activities; data collection, assessments and report analysis. In addition the applicant must be able to supervise and inspect routine maintenance and cleaning, as well as periodic equipment inventories. Other duties will include: marketing of SSEC programs and events, attend meetings and serve on assigned committees; and perform other duties as assigned. This position will require some weekend and evening commitments.

Required Qualifications
• Bachelor’s degree
• Admission into a GSU graduate program
• Demonstrated knowledge of safety and proficiency in equipment handling
• Demonstrated experience in archery instruction to include USA Archery or National Archery in the Schools Program instructor certifications
• Ability to rigorously 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., CMP
• A current Georgia Concealed Handgun License
• 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
The stipend is a $8,000 for a 9-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:

Holly Edgar, Assistant Director - Archery
Georgia Southern University
Shooting Sports Education Center
P.O. Box 8078
Statesboro, Georgia 30460

For more information, contact the Shooting Sports Education Center at (912) 478-7732 or e-mail: hedgar@georgiasouthern.edu

Georgia Southern University is an EEO/AAP employer.