Graduate Assistant for Fall 2018 Term  
School of Human Ecology Department of Fashion Merchandising and Apparel Design

**Job Description:** The Graduate Assistant will assist Dr. Martindale with research and teaching related tasks for the Fall 2018. The graduate student works 20 hours a week. The Graduate Assistant will actively support Dr. Martindale in her research relating to social psychological aspects of dress, service learning, and sustainable apparel practices, as well as in her teaching.

**Job Specifications/Qualifications**
- Prior graduate assistant experience is strongly preferred.
- Enrolled in Sociology, Anthropology, Psychology or Social Science preferred.
- General knowledge of qualitative research methods required.
- Must possess strong communication, organizational and interpersonal skills, flexibility, professionalism, and research skills.
- Ability to work on multiple tasks.
- Outstanding oral and written communication skills
- Committed to education, teaching, and research.
- Availability Monday and Wednesday afternoons from 2:30pm-3:45pm.

**Academic requirements:**
- Unconditionally accepted into a Graduate School Program; and a Cumulative GPA 3.0

**Duties and Responsibilities include:**
- The Graduate Assistant is expected to maintain contact with Dr. Martindale and meet once or twice on a weekly basis, or more often as needed in some instances.

**Duties and responsibilities related to Teaching may include:**
- Assist with grading related tasks
- Assist with attendance and maintain a detailed record.
- Maintain a level of confidentiality, professionalism and equality at all times.
- Assist with preparation of course content
- Assist with creation of assignments or in-class activities.
- Perform any other duties as requested by Dr. Martindale that relates to her teaching.
- Assist with organizational tasks.
- Assist with Folio related tasks.

**Duties and responsibilities related to Research may include:**
- Qualitative data analysis
- Literature research
- Writing literature reviews

Please email: Dr. Martindale at amartindale@georgiasouthern.edu with any questions.