JOB POSTING
Graduate Professional Assistant
Health Equity Graduate Assistant
Student Health Services

UNIVERSITY LIFE
EVERY STUDENT SUCCEEDS

Mission:
University Life cares for the whole student by promoting inclusive well-being and fostering lifelong learning – preparing ethical leaders for the world.

Values:
TOGETHER, we achieve our mission through an unwavering commitment to our values:

Inclusion and Equity: We are committed to cultivating an environment of engagement, connection, and belonging that is respectful and fair for everyone.

Leadership for Positive Change: We are committed to cultivating leaders who critically examine and understand the potential impact of their decisions and act ethically.

Well-Being: We are committed to cultivating an environment of understanding and fulfillment of both individual and community well-being that promotes purpose, vitality, engagement, and resilience.

Collaborative Community: We are committed to cultivating a supportive network of colleagues that shares ideas, learns, and creates together, and develops authentic connections.

Strategic Transformation: We are committed to dynamic action in creating meaningful solutions to anticipate and meet the needs of an ever-changing community.

STUDENT HEALTH SERVICES
Student Health Services (SHS) provides health care services at George Mason University. SHS provides primary care services and health promotion to eligible students at Mason, including but not limited to, initial and follow up assessment, history taking, physical exam of patients, utilization of differential diagnosis, appropriate interventions, consultations and referrals as indicated, and basic emergency treatment and stabilization. Staff provide services to faculty, staff, and visitors on an as needed basis.

ANTI-RACISM AND INCLUSIVE EXCELLENCE (ARIE) TASK FORCE
Student Health Services is creating a health equity program, utilizing a multidisciplinary team to reach our goal of a safe, inclusive environment of patient care, optimizing well-being for all our students. This program will be data driven, measuring health outcomes and inequity, and be pursued from a public health framework.

Graduate Professional Assistant (GPA) reports to the Health Equity Lead Nurse Practitioner within the SHS and contributes through data analysis, student outreach, creation and execution of programs and
initiatives and direct student and student organization support. The GPA will work independently on programs and work collaboratively to execute the programs and initiatives noted below in the Position Responsibilities.

POSITION RESPONSIBILITIES

Research and Benchmarking
- Uses appropriate assessment methods to regularly track, document, and evaluate program effectiveness to determine impact and ensure initiatives support the needs of our diverse communities.
- Engages in benchmarking to ensure programs, initiatives, and advising approaches are impactful, innovative, and meet the needs of diverse communities.

Program Development and Event Management
- Program Portfolio will include the following initiatives and will be divided based on the interests of the hired GPAs and needs of the SHS-ARIE team
- Coordinates with the SHS-ARIE professional staff on—rapid support and processing/dialogue spaces, collaboration with other student support organizations, departments, and faculty to create meaningful spaces for community building, engagement, identity development, and healing.
- Builds and maintains positive relationships and opportunities to engage with campus partners through cross-collaboration efforts, serving on committees, initiating meetings, etc.
- In coordination with and directed by supervisor, participates and attends organizational meetings, conferences, on and off campus, related to the work of SHS-ARIE.
- Gains and maintains overall knowledge of SHS-ARIE, Center for Culture, Equity, and Empowerment (CCEE), University Life, and George Mason University.

Outreach
- Supports by representing SHS-ARIE at various campus events and outreach activities, responding to requests for interviews, class/organization presentations, tabling, and research opportunities.
- In collaboration with the marketing team, manages the promotion of SHS-ARIE programs and events using social media channels, print material, and other forms of appropriate communication to the campus community.

REQUIRED SKILLS/QUALIFICATIONS
- Must be enrolled (or accepted) as a full-time student in one of George Mason University’s graduate programs
- Excellent organizational, interpersonal, and communications skills (written and verbal)
- Must have knowledge of, experience with, and/or commitment to equity, anti-racism, and anti-oppressive advocacy
- Experience or interest working with students in a public health, human service, or social justice environment
- Demonstrated experience with various phases of program planning, development, and assessment
- Ability to see and value the humanity of people
- Must be reliable, responsible, and self-motivated
- Demonstrated proficiency in word-processing, e-mail management, database, publishing software
- Must be available and accessible for the time commitment involved

TIME COMMITMENTS
The Graduate Professional Assistant position is designed for a 20 hour per week work commitment. At
times, the work may require extended hours and/or night and weekend work hours. The GPA position is a 9-month contract, Oct 9, 2023– May 24, 2023, with the possibility of renewal for a second academic year.

**COMPENSATION:**
- The Graduate Professional Assistant position will consist of the following compensation package;
  - Annual GPA stipend of $18,540*, will be paid on the 1st and 16th of the month for the duration of employment contract period;
  - Tuition grant up to 6 graduate credits at the in-state rate, not to exceed $4,800.00 per semester;
- All information, including rules and regulations, regarding all graduate assistantship can be located on the Provost office Graduate Education website: [https://provost.gmu.edu/academics-and-research/graduate-education/graduate-student-appointments-fellowships](https://provost.gmu.edu/academics-and-research/graduate-education/graduate-student-appointments-fellowships)

*Stipend prorated based on start date*

**To apply:**
To apply for this position, please do so by:
Submitting a letter of interest, resume, and three professional references in 1 pdf file by (Sept 27, 2023) to:

*Jessica Harley, DNP, FNP-C - Lead Health Equity Nurse Practitioner, SHS-ARIE Committee Chair, Student Health Services, jharley6@gmu.edu*