

Position Description  
**Graduate Research Assistant**  
**Kansas Louis Stokes Alliance for Minority Participation**  
**Pathways to Science, Technology, Engineering or Mathematics (STEM)**

The Kansas Louis Stokes Alliance for Minority Participation (KS-LSAMP) Pathways to STEM program is seeking a student employee for the position of **Graduate Research Assistant**. The graduate assistant will report to the LSAMP project coordinator.

The KS-LSAMP Pathways to STEM program will provide enrichment and community building activities, advising, and assistance to diverse and underrepresented students who are enrolled at Kansas State University as well as those enrolled in four Kansas colleges and intend to transfer to K-State to complete a bachelor's degree in Science, Technology, Engineering or Mathematics. The four KS-LSAMP partner institutions are Dodge City Community College, Donnelly College, Garden City Community College, and Seward County Community College/Area Technical School.

**Responsibilities:**

Participate in the implementation of KS-LSAMP program responsibilities such as:

- assist with the planning and management of the summer research program and monthly on-campus events for undergraduate STEM students
- conduct research involving recruitment and retention of underrepresented minorities in STEM fields
- assist with management of program database and social media sites
- attend regular KS-LSAMP program committee meetings
- perform other duties as assigned by LSAMP coordinator

Occasional evening and weekend work may be required. This position also requires the ability to work and communicate effectively with individuals from diverse groups.

**Required Qualifications:**

- Well organized
- Good interpersonal skills
- Ability to manage multiple projects efficiently and effectively
- Self-sufficient
- Experience with Microsoft Office programs
- Ability to represent K-State in a professional manner

**Preferred Qualifications:**

- Experience working with diverse groups of individuals including college students
- Experience working with website maintenance and database management

This 0.5 FTE position would involve 20 hours of work per week and require the student to be available during summer months to assist with the summer research program. Additionally, a valid driver's license is required for this position. The yearly stipend for this position is \$14,000. To be eligible as a graduate assistant, the student must be pursuing graduate studies full-time, with a minimum of six hours of graduate credit in a semester. Appointment will be each semester with reappointment based on successful academic performance, favorable performance reviews and continued funding.

**How to Apply:** Submit a resume and a letter describing interest and relevant experience to Dr. Brenee King, LSAMP Project Coordinator. Materials can be delivered in person at 125 Seaton Hall, Kansas State University or via email at [breneek@ksu.edu](mailto:breneek@ksu.edu). Questions may be directed to [breneek@ksu.edu](mailto:breneek@ksu.edu) or (785) 532-6054.

**Application Deadline:** February 13, 2015  
**Potential Start Date:** March 15, 2015

Kansas State University is an Equal opportunity/Affirmative Action Employer.