POSITION: Graduate Student Assistantship (GSA) (4 Positions)
DEPARTMENT: University Libraries

Description:

The GSA employment experience is designed to provide a wide overview of academic library operations, with a focus on developing skills in operational areas increasing in responsibility and independence over an approximate two year period.

GSAs provide direct user assistance at information/reference desks through in-person, phone, and virtual reference; assisting patrons with the catalog, internet, databases, and use of computers. In addition, GSAs collaborate on the development of library guides, provide information literacy instruction, and participate in special projects as assigned; such assignment may be based on interest, and can include work with discovery services, material processing, eResources, acquisitions, and digital publishing. The special project duties are facilitated by the discretion of the Coordinator for Graduate Student Assistants.

Qualifications:

- Must enroll or be enrolled as a graduate student in The School of Library and Information Science (SLIS) for Fall 2015 semester.
- Maintain a 3.0 grade point average, and be in good academic standing.
- Exceptional customer service skills, with an understanding of library reference service preferred.
- Strong interpersonal communication skills and a committed interest in libraries.
- Dependability, punctuality, with good organizational, writing and analytical skills.
- Self-motivated with the ability to work independently.
- Demonstrated computer skills, and the ability to function in a fast paced digitally focused library.
- Previous library experience desirable.

Contract: Beginning Fall Semester 2015, with a start date of August 26, 2015. Positions are currently funded for one year with the possibility of renewal.

Compensation: $16,838 per year (subject to change in accordance with the GEOC Bargaining Agreement)

Tuition: Ten completed graduate credits per semester for Fall/Winter Semester
Two completed graduate credits for Spring/Summer Semester

Health Benefits: Choice of six medical insurance carriers
Delta Preferred Dental Insurance
Vision Care Insurance

Union: Representation by the Graduate Employees Organization Committee (GEOC)

Hours: 20 hours per week
While working hours are scheduled around class meeting times, scheduling will include evenings and weekends.
Application:

Submit resume and cover letter at: http://slis.wayne.edu/wsu_gsa_application.php, applications will be considered until Monday, June 1st 2015. If already attending SLIS courses, the cover letter should include a summary of completed courses and anticipated graduation date.

Wayne State University is an equal opportunity employer. No person will be discriminated against in employment because of race, color, religion, gender, national origin, age, disability, familial status, marital status, arrest record, height, weight, sexual orientation, qualified Vietnam era veterans, qualified special disabled veterans, recently separated veterans and other protected veterans, or any other characteristic protected by applicable federal or state law.