



Undergraduate Research
and Scholarly Activity

MURRAY STATE UNIVERSITY

Graduate Assistantship Opportunity

The Office of Undergraduate Research and Scholarly Activity (URSA) is seeking a Graduate Assistant for the 2015-2016 academic year.

The position will assist with program administration that involves undergraduates in research, scholarly, and creative work through programs such as MSU's *Scholars Week*, *Posters-at-the-Capitol*, and programs providing funding support. Candidates must be able to work independently as well as with students, faculty, and staff from all of MSU's colleges and schools. Candidates must possess excellent written and oral communication skills and a working knowledge of Microsoft programs. **Marketing and public relations skills, program management skills, and leadership experience is preferred.** The GA will also be responsible for updating and maintaining the URSA **website**. Candidates are discouraged from holding concurrent jobs during the dates of the assistantship.



- **Position begins in the Fall, 2015**
- **\$3,000 per semester**
- **20 hours per week**

Interested individuals should inquire for more information:

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