

GRADUATE ASSISTANT
ANNOUNCEMENT OF VACANCY

POSITION: GA – Sports information

QUALIFICATIONS:

- **REQUIRED:**
 - acceptance into SUNY Cortland graduate program in Kinesiology, Physical Education, Higher Education, Sports Management, Health, or related field; completed Application Form (access the form at <http://www.cortland.edu>, click on Academics, click on Graduate Resources, and click on Assistantships);
 - current resume; Bachelor's Degree; two letters of recommendation, with at least one coming from a person familiar with applicant's ability to do graduate work.

- **DESIRED**
 - strong interpersonal and communication skills and good organizational and computer skills

RELATION TO EDUCATIONAL PROGRAM :

- this graduate assistantship will provide the candidate with a multitude of relatable administrative and personnel management skills, including, but not limited to doing stats, filming, videotaping, communicating with fellow employees, and athletes; It will also provide the candidate with the opportunity to collaborate with colleagues in a program that specifically works with the running and working of game management. All of the aforementioned skills are transferrable to the candidate's educational success, and individual growth, and will be especially valuable for an individual seeking a career in the field of Athletics, and Sport Management.

RESPONSIBILITIES: Assist the Sports Information Director, with planning and executing all of the games, keeping of stats and keeping the web site up to date.

SALARY: stipend of \$6,555 per year, plus tuition waiver for up to 6 credit hours of graduate work per semester.

APPLICATION: completed applications, with letters of recommendation and resumes, must be received in the Graduate Admissions Office, SUNY Cortland, Miller Building, Room 106, Cortland, NY 13045. Review of applications will begin immediately.

SUNY Cortland is an AA/EEO/ADA employer