

ANNOUNCEMENT OF VACANCY

(Pending funding approval)

POSITION: Sport Management Department Graduate Assistant

QUALIFICATIONS: REQUIRED:

1. Undergraduate degree
2. Accepted to MS in Sport Management program
3. Solid communication and writing skills
4. Strong organizational abilities and detail orientation
5. Advanced information technology knowledge and skills

DESIRED:

1. Previous industry experience
2. Previous supervisory experience
3. Demonstrated interest in research

RELATION TO EDUCATIONAL PROGRAM: Student does research for faculty members and provides assistance on technological issues for the Department and individual faculty members. These activities are components of virtually all the courses in the graduate curriculum. Working with faculty members on these issues gives the student additional experience that can be directly related to the student's educational program.

RESPONSIBILITIES:

The duties of the Information Technology Graduate Assistant in Sport Management involve working with the faculty to:

1. Supervise and assist undergraduates with classroom and laboratory work as requested by faculty.
2. Assist in maintaining content on the Sport Management Department Web site and social media accounts.
3. Maintain presence in department as necessary.
4. Assist with student and faculty research.
5. Other duties as assigned by the Department Chair.

SALARY: 3 credits of tuition support and a \$1750.00 stipend per semester

APPLICATION: Completed application, with letters of recommendation, must be sent to Graduate Admissions Office, PO Box 2000, Cortland, NY 13045 or to graduate.admissions@cortland.edu. Review of applications will begin immediately, however, applications will be accepted until the position is filled.

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