

# EASTERN MICHIGAN UNIVERSITY

Housing & Residence Life

## Graduate Assistant for Compliance Graduate Assistantship

### RESPONSIBILITIES

*Under the supervision of the Area Complex Director of Nightwatch and Compliance, the Graduate Assistant for Compliance will primarily work on coordinating departmental training for the Clery Act, Title IX, FERPA, PII, and housing policies. The GA will assist with the Policy and Procedures Committee, and other policy and compliance educational efforts for both staff and residents. It is expected that the GA for Compliance will also work with other staff on any assigned projects within the department. The GA will assist in the on-call duty rotation, other departmental duties and annual programs, which may include, but is not limited to: training, recruitment & selection, and other departmental initiatives.*

### QUALIFICATIONS

*A bachelor's degree is required. All Graduate Assistants must be full-time, degree-admitted graduate students at Eastern Michigan University. A strong undergraduate academic record and excellent interpersonal skills are required. Prior experience in programming for undergraduate students and at least one year of residence hall living experience is preferred.*

### STIPEND & BENEFITS

*Stipend includes a tuition waiver for nine credit hours for both the fall and winter semesters, and a \$7,524 stipend. A furnished apartment or suite with local telephone service (optional), cable, meal plan during term of employment, and parking pass are also provided. Summer employment may also be available.*

### INSTITUTION

*Eastern Michigan University houses over 3,500 students in 14 residence halls and has nearly 500 apartments in three complexes. The University enrolls approximately 24,000 students, including more than 5,700 graduate students and has five colleges, a graduate school with more than 50 graduate programs, a Division of Continuing Education, and is the fourth-largest university in Michigan. Eastern Michigan University is conveniently located approximately 10 minutes east of Ann Arbor, 45 minutes west of Detroit, 20 minutes west of Detroit Metropolitan Airport and 50 minutes north of Toledo, Ohio.*

### APPLICATION INFORMATION

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