

**Graduate Research Assistant
Department of Social Work
Position Description**

Responsibilities:

- a) A work schedule of up to 10 hours per week, but no more than 150 total hours per semester
- b) Assist faculty with research/scholarship projects.
- c) Conduct literature searches and reviews.
- d) Assist in the development of project methodology.
- e) Engage in data collection.
- f) Engage in data entry and data analysis.
- g) Assist with manuscript and/or grant development.
- h) Assist with developing professional presentations.
- i) Other duties as assigned.

Qualifications:

- a) Social Work graduate student in good academic standing.
- b) Computer skills (Microsoft Office software).
- c) Excellent verbal and written communication skills.
- d) Excellent organization, problem-solving, and task completion skills.
- e) Positive attitude and willingness to work collaboratively.

Stipend

This position provides wages at a pay rate of \$12.00 per hour. The total value per semester is up to \$1,800.

To Apply:

Send via electronic attachments a letter of interest, resume, and two letters of reference (you may use the letters submitted as part of your MSW application) to:

Graduate Research Assistant Position

Department of Social Work
socialwork@winthrop.edu