

**RESOURCE CENTER FOR
SEXUAL AND GENDER DIVERSITY**



UC SANTA BARBARA

Job Description: RCSGD Graduate Assistant for Education Initiatives

The UCSB Resource Center for Sexual and Gender Diversity (RCSGD) is seeking a Graduate Assistant for Education Initiatives. This position contributes to the RCSGD mission of facilitating the intersectional inclusion and representation of the identities, experiences, and concerns of lesbian, gay, bisexual, trans, queer, intersex, and asexual (LGBTQIA+) students, staff, faculty, alumni, and community members at UCSB.

This position will work closely with the Associate Director, undergraduate Education Coordinator, and the Director of the RCSGD to facilitate the various components of the center's education portfolio. This role will have primary responsibility for scheduling, designing and updating, co-facilitating, and assessing the RCSGD's Queer Trans Identities and Experiences Seminars (QTies). This position may support the full-time and undergraduate members of the center staff in other ways. Students at any point in their graduate programs are welcome to apply.

CORE RESPONSIBILITIES:

- Field requests and schedule QTie Seminars for campus departments, student organizations, and select community partners;
- Tailor QTie Seminars to fit the goals, functions, and staff of departments and members of organizations requesting seminars;
- Co-facilitate QTie Seminars with Education Coordinator, Associate Director, Director, Volunteer Coordinator, Outreach Coordinator, or another member of the RCSGD staff;
- Assess QTie Seminars on meeting stated outcomes;
- Review current QTie Seminars curricula and suggest edits to improve content to better meet outcomes;
- Research topics of trans justice, racial justice, and LGBTQ justice to inform curriculum development;
- Consult other universities to identify benchmarks for providing education about the LGBTQ community;

- Build curriculum for additional education opportunities in collaboration with Associate Director, Education Coordinator, and Director, and consult undergraduate student staff on curriculum development;
- Oversee module in Comevo platform (training will be provided), track participation and solicit additional participants;
- Represent the Center at various events and outreach activities geared toward graduate students as needed;
- Communicate clearly, thoughtfully, and professionally in all interactions and materials representing the RCSGD, and;
- Other duties as assigned.

MINIMUM QUALIFICATIONS:

- Experience working with initiatives for LGBTQ justice, racial justice, and/or social justice;
- Knowledge of LGBTQ topics and concerns;
- Ability to work 10 hours per week (including some evening and weekend hours), and;
- Enrolled in a graduate program at the University of California, Santa Barbara.

PREFERRED QUALIFICATIONS:

- Experience building curriculum;
- Experience educating others on minoritized communities;
- Experience facilitating workshops, trainings, or other educational sessions, and;
- Demonstrated experience working with LGBTQ people.

COMPENSATION AND DURATION:

- \$17.50/hour, maximum: 10 hours per week.
- This position is recommended for graduate students who already have a Teaching Assistantship or a Graduate Research Assistantship because this position does not cover tuition and fees. Graduate students can work up to 0.75 FTE (10 hours per week in addition to the 20 hours per week assistantship) with department approval.

TO APPLY:

- Please email Craig Leets, Director of the RCSGD, at cleets@ucsb.edu a cover letter and resume outlining relevant experience and your interest in the position by Monday, May 4, 2020, at 9:00am.