



## Department of Communication and Media

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### Announcement of Graduate Teaching Assistantship Positions

*Deadline(s) for fullest consideration*

Contracts starting in the <b>Fall</b> :	<b>Mar. 31<sup>st</sup></b> (Round 1)	<b>and/or</b>	<b>Jun 1<sup>st</sup></b> (Round 2)
Contracts starting in the <b>Spring</b> :	<b>Sep. 30<sup>th</sup></b> (Round 1)	<b>and/or</b>	<b>Nov. 30<sup>th</sup></b> (Round 2)

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The Department of Communication and Media is pleased to announce that we are seeking applicants for Graduate Teaching Assistant positions. GTA Positions are offered on a competitive basis. Applicants selected will be offered a 9-month contract with benefits that include 100% tuition remission and a \$12,000 stipend (amount of the stipend dependent on available funding). The number of GTA positions available depends on budget allocation. Most GTA contracts start in the Fall but Spring awards are possible if we have an opening. Current and prospective students are encouraged to apply.

#### **Minimum Requirements for consideration:**

- (1) Applicant must have at least a 3.25 cumulative GPA
- (2) Applicant must be admitted to the Master of Arts in Communication
- (3) Applicant must complete and submit the departmental GTA application form

#### **Applicants not yet enrolled in the MA in Communication degree program at UMSL:**

- (1) Must be admitted to the MA in Communication degree program or have application in process to be considered for a GTA position. Award is contingent on admission to the program.
- (2) Letters of recommendation that address experiences and/or abilities that make the candidate particularly suitable for a GTA position are strongly encouraged

#### **Applicants already enrolled in the MA in Communication degree program at UMSL:**

- (1) Must have a cumulative GPA of at least 3.50 in their graduate studies
- (2) Must have a member of the graduate faculty in the Department of Communication and Media write a letter of support and/or sponsor their candidacy

#### **Expectations and Responsibilities:**

- (1) GTAs will be assigned to work with 1-2 faculty members/courses each semester
- (2) GTAs are expected to provide 20 hours of service/support per week in online courses, in-person classes, and/or faculty research assistance. Specific assignments vary by semester.
- (3) GTAs must enroll in at least 6-hours of graduate credit each semester they serve, and all coursework must contribute to their program of study/MA in Communication
- (4) GTAs must be eligible for employment by the university and complete all relevant forms prior to their contract start date
- (5) GTAs that receive positive evaluations in their first academic year will receive priority consideration for continued support in their second year.

**Submission Guidelines:**

Applications may be submitted in Fall or Spring. Applicants not selected in round 1 will still be considered in round 2. Selected candidate will be notified by email within 30 days.

Please submit your application and supplementary documentation by **Email to** ([heisela@umsl.edu](mailto:heisela@umsl.edu)) or by **Mail to** Dr. Alan D. Heisel, Graduate Program Director, Department of Communication and Media/590LH, University of Missouri – St. Louis, One University Blvd, St. Louis, MO US 63121-4400