Graduate Assistant Facilities & Aquatics
Campus Recreation Department
Division of Student Affairs – Health & Wellness

Position Overview
Assist with recruitment, selection, training, scheduling, supervision and evaluation of the facility and aquatic student staff. Supervise the Student Recreation Center one night a week and assist in project management and special event programming.

Department Mission
The Department of Campus Recreation provides quality recreational opportunities to all members of the William & Mary Community to enhance and foster a lifelong appreciation for health, wellness and recreation.

Position Type
☒ Masters Level ☒ Full-time (20 hours/week)
☒ Doctoral Level ☐ Part-time (10 hours/week)

Compensation / Benefits
• This assistantship qualifies a full-time student for the 2017-18 in-state tuition waiver.
• Total financial package = In-state tuition + $4,000 stipend
• Additional benefits: (Insert comma separated list of any additional benefits. No more than 2 lines)

Position Elements
☒ Mostly 9 a.m. -5 p.m. work ☐ Occasional night/evening work
☒ Frequent night/evening work ☒ Weekend work: Often, Sometimes, Rarely
☒ Hires student workers ☒ Supervises / evaluates student workers
☒ Frequent student interaction ☒ Leads training sessions for students
☒ Advises individual students ☐ Advises student organizations
☒ Budget management ☒ Event/program management
☒ Individual work space ☐ Shared work space
☒ Independent work ☒ Collaborative / group work
☒ Conference/workshop funding available ☒ May take internship at same time as GA
☒ Opportunity for committee work ☒ Opportunity for summer employment
Job Responsibilities

- Assist Associate Director in the day-to-day staffing and operation of the Student Recreation Center
- Conduct weekly staff meetings for several student staff teams
- Coordinate presentations and guest speakers for student staff development opportunities

Preferred Qualifications

- Bachelor’s degree in Recreation, Physical Education, Kinesiology, Business Administration or related field.
- Acceptance into Graduate School, preferably in Higher Education with an emphasis on Higher Education Administration or Counseling.
- Interest and experience in Collegiate Recreation as a career field.
- American Red Cross (or equivalent) instructor certification in CPR & First Aid

Learning Outcomes

As a result of employment with Campus Recreation, Graduate Assistants will:

- Demonstrate proficiency in describing the Mission, Values and Diversity statements of the department
- Strengthen time management skills through practical experience
- Gain confidence in managing risk and emergency situations
- Identify transferrable skills gained through the experience

Direct Supervisor

Robert “Bob” Gough
Associate Director
rhgough@wm.edu
757-221-3499

Interested applicants are welcome to contact the supervisor with any questions.