

Northwestern | SOCIAL JUSTICE EDUCATION

2021-2022 Graduate Assistant Position NU Bystander Intervention

The Graduate Assistant (GA) for Social Justice Education is a part-time employee and full-time graduate staff member, who is directly supervised by the Assistant Director for Social Justice Education. The individual in this position assists the Assistant Director in all matters pertaining to the Northwestern University Bystander Intervention Program, an expanding initiative that trains students, staff, and faculty to recognize and intervene in moments of harm or potential harm. This role will require very strong communication and organizational skills. Facilitation and marketing abilities also required. Specific areas of responsibilities are outlined below.

The GA for SJE will start on Thursday September 1, 2020. Graduate Assistants are required to attend a two-day orientation from Thursday, September 1, 2021 to Friday, September 2, 2021 from 9am -5pm CST.

Responsibilities of the Graduate Assistant include:

- Assist the Assistant Director in overseeing the NU Bystander Intervention Program, and any other programs related to social justice education or harm reduction/prevention.
- Facilitate workshops on bystander intervention.
- Oversee workshop intake meetings, scheduling, and communications with NU Bystander Intervention facilitators.
- Adapt and edit workshop and training curriculum.
- Assist in the recruitment and training of new facilitators for bystander intervention.
- Develop partnerships with individuals and areas of priority for NU bystander intervention.
- Develop and oversee marketing and passive programming for the Bystander Intervention program and support general Social Justice Education marketing.
- Assist in creating and implementing assessment and evaluation for programs and trainings for NU Bystander Intervention.
- Perform additional duties as assigned by the Assistant Director or Director, including support for the Justice and Allyship Retreat (JAR) and any initiatives related to harm reduction, such as Restorative Practices.

Ideal candidates will:

- Bring multiple and intersecting perspectives around identity and social justice.
- Have experience and confidence in facilitating dialogues and workshops on bystander intervention, social justice or related topics.
- Have strong interpersonal and communication skills for facilitation and teamwork.
- Have worked independently or collaboratively to organize and implement trainings, workshops or retreats.

Graduate Assistants should have strong interpersonal skills, flexibility, cultural awareness and sensitivity, and the ability to complete a broad range of responsibilities/projects. Graduate Assistants must be at least part-time students and are expected to work 20 hours per week at \$16/hour. We are not able to offer a tuition waiver, health insurance, or other benefits.

To apply, please fill out the CIC Graduate Assistant Application Form and submit a resume, cover letter and the names, addresses, and phone numbers of three (3) references.

Applications will be accepted and reviewed until the position is filled.

About Northwestern University

Recognized both nationally and internationally for the quality of its educational programs at all levels, Northwestern University is a private institution founded in 1851. The University has two campuses located on Lake Michigan: a 240-acre campus in Evanston, the first suburb north of Chicago, and a 25-acre campus in Chicago. Northwestern also has a campus in Education City, Doha. Northwestern University in Qatar (Nu-Q) offers undergraduate degree programs in communication and journalism.

Northwestern combines innovative teaching and pioneering research in a highly collaborative environment that transcends traditional academic boundaries. It has distinguished itself by encouraging innovation and integrating experiences across fields. Northwestern provides students, faculty, and staff exceptional opportunities for intellectual, personal and professional growth in a setting enhanced by the richness of Chicago.

As one of the newest additions to the Division of Student Affairs, the Department of Campus Inclusion and Community is dedicated to collaborating with students, faculty, and staff with the aim of making Northwestern University an inclusive community for all Wildcats. DCIC's primary goal is to cultivate a community of respect at Northwestern. Visit our website for more information about the department: <http://www.northwestern.edu/inclusion/>.