TO: UTSA Graduate Students
FROM: Bruce Barnett, Ph.D., ELPS Department Chair
DATE: November 1, 2013
RE: Educational Leadership and Policy Studies (ELPS) Graduate Assistant Position

I am pleased to announce that the Department of Educational Leadership and Policy Studies (ELPS) will be offering one Graduate Assistant position for the spring 2014 semester (pending the availability of funding and final budget approval). We seek candidates who have an interest in gaining experience in a higher education setting and assisting in conducting research related to educational leadership. This assistantship requires an individual who has a strong work ethic, strong organizational and communication skills, and the ability to maintain flexibility on the job.

Working directly with one or two ELPS faculty, graduate assistants will assist faculty 19 hours per week in the ELPS department during the duration of the assistantship. Assistance with other appropriate departmental activities is also required. These other activities focus on academic issues related to graduate study and/or administrative assistance for departmental and faculty activities.

Graduate assistants will be paid 10-12 dollars per hour (19 hrs/wk) and are non-benefits eligible. Assistants must be unconditionally admitted as graduate students at UTSA and maintain “good standing” as defined by the UTSA Graduate Catalog. Assistants must also enroll in no less than 6 semester credit hours of graduate coursework during the semester.

Thank you for your consideration. We will begin reviewing applications on December 2nd, 2013 and will notify you of our decision no later than the first week of classes. Please, however, do not hesitate to contact me at 210.458.5413 or at bruce.barnett@utsa.edu if you have any questions.

Graduate Assistantship Application can be downloaded at:

Completed applications should be submitted in hard copy or email to:
Alicia Steeves
College of Education & Human Development
One UTSA Circle (MB 3.304)
San Antonio, Texas 78249
210.458.7470
Alicia.steeves@utsa.edu