Student Research Assistant Position at Rohrbach Library

A graduate student or motivated upper-level undergraduate student is being sought to assist with research 10 hrs a week at a rate of $12.00 an hour for the fall semester of 2018. This is an opportunity to work under the supervision of an experienced researcher and Kutztown Library Faculty member on a grant-funded research project on information literacy instruction. The successful applicant will be exceptionally organized, able to work independently, detail-oriented, self-motivated, and have excellent written and oral communication skills.

Qualifications

The student should have academic or work-related experience related to conducting or assisting with research in Education, Communication, Library Science, Social Science, or a related field. Proficiency with Microsoft office products is a must. Experience with library databases and an understanding of information literacy are preferred.

Responsibilities may include assistance with any or all of the following:

- Conducting literature reviews
- Summarizing research materials
- Writing copy and communications
- Preparing materials for submission to conferences, journals, and/or granting organizations
- Preparing materials for instruction and/or presentation
- Preparing and updating website materials
- Preparing assessment materials
- Preparing progress reports
- Collecting and analyzing data
- Maintaining accurate records
- Other duties as required by immediate supervisor

Application Instructions

Please send a resume, cover letter and unofficial transcripts to Dr. Stefani Gomez at Gomez@kutztown.edu detailing your interest in the position and relevant past experience. Please include the hours you are available. For full consideration please submit your application materials by August 3rd.