

Graduate Assistant

Graduate School, Assessment and Strategic Data Initiatives

The graduate assistant will provide support to graduate school staff on projects related to the Sloan Center for Systemic Change at Virginia Tech planning grant. The graduate assistant will work on various projects including but not limited to:

- Using internal data sources to analyze graduate student success metrics.
- Meticulously track data related to the progress of stated metrics for the planning grant.
- Develop meaningful visuals for presentation of grant metrics.
- Assist in the evaluation of existing policies and practices including summarizing data collected from interviews and focus groups.
- Reviewing documentation related to the graduate school's diversity and inclusion requirement and the ethics requirement.
- Other duties as assigned.

Minimum Requirements:

- Knowledge of data analysis, research design, and survey methodologies.
- At least one graduate-level course in quantitative analysis.
- At least one graduate-level course in qualitative analysis.
- Significant experience working in Microsoft Excel.

Preferred Qualifications:

- Experience conducting descriptive analysis of large data sets.
- Ability to communicate and present data in a clear and concise manner.
- Experience working with data related to higher education.
- Experience with data visualization.
- Interest in inclusivity and equity in graduate education.

About the Sloan Grant:

Virginia Tech has received funding to begin planning the development of a Sloan Center for Systemic Change. This initiative is aimed at improving university systems and processes associated with graduate education to make them more equitable and inclusive across all programs and campuses. Virginia Tech will use this grant to accelerate systemic change across the Graduate School, College of Engineering, and the College of Science toward a more inclusive and equitable environment for all.

About the Graduate School:

Graduate students are vital members of the Virginia Tech community. Across the university's colleges and campuses, you'll find them teaching classes, mentoring students, working in labs, and connecting with communities. They come from all walks of life, and they are role models,

colleagues, innovators, inventors, and discoverers, driven by their passion to learn, teach, and turn ideas into action.

The Graduate School team works to help our students thrive and succeed. In addition to administrative roles associated with academic advancement and student services, we support graduate programs across the university and push the boundaries of traditional education by providing students with opportunities for growth beyond their expectations, regardless of the degrees they pursue, the campuses at which they are enrolled, and whether they are enrolled part or full time. We do this by fostering and supporting a diverse, collegial graduate community and providing a range of programs, activities and services.

We are committed to excellence through diversity, inclusivity, integrity, active civic engagement, and support for interdisciplinary research and education. We help students recognize their power to make a difference in the communities in which they live and work, and to share their experiences with others.