University of Wisconsin – Platteville
Distance Learning Center
Graduate Assistantship

Program: Engineering

Summary of Position

• The graduate assistant in engineering will perform duties in support of faculty and staff related to the graduate engineering academic areas. This provides an excellent opportunity for the graduate assistant to learn new techniques and methods as well as expand their knowledge by association with research-oriented responsibilities.

Stipend

• Graduate assistants will be reimbursed a tuition waiver up to 6 credits per academic term and paid a stipend of $11,250 including appropriate benefits for an academic year appointment. Stipend will be adjusted for other appointment lengths.

Hours

• Graduate assistants are expected to work a minimum of 20 hours per week during the academic term(s) of their appointment.

Location

• Graduate assistants could be assigned to work on campus at University of Wisconsin-Platteville, or off-campus remotely depending on need.

Qualifications

• Must be admitted to the online MS in Engineering Program at the University of Wisconsin-Platteville
• Must have excellent verbal and written communication skills, including public speaking
• Proficiency required in word processing, spreadsheets, and presentation software
• Knowledge or experience with MATLAB preferred
• Excellent organizational skills and high level of attention to detail
• Must be willing to learn and accept feedback
• Must be proficient at academic research activities, both online and in a library
• Must be willing to interact respectfully with university faculty, staff, and students
• Must exhibit effective and efficient work habits individually and in a team environment
Tasks (This is intended to be illustrative in nature and is not all-inclusive)

- Work with program coordinator and individual faculty to determine needs and identify appropriate resources/materials
- Research and recommend technology applications that address specific learning issues in online engineering courses
- Conduct online searches to help faculty members define research topics
- Assist faculty members with literature reviews and qualitative and quantitative research
- Develop virtual lab experiences using MATLAB
- Assist individual faculty in applied research projects related to engineering management, engineering design, control systems, or structural/geotechnical engineering
- Perform other duties and responsibilities as assigned

Supervision

- This position reports to the program coordinator and/or designated faculty or staff member.

Evaluation

- Graduate assistants will be evaluated each term according to the approved guidelines.