

Success Coach Graduate Assistantships

Chatham's graduate programs in Counseling Psychology offer multiple Success Coach Graduate Assistantships (SCGAs) each year. SCGAs are able to:

- Develop ongoing relationships with undergraduate students and effect real change in their lives
- Gain experience working in Student Affairs and with Student Affairs staff in the areas of residence life, student engagement, multicultural affairs, career development and the Dean of Students office.
- Have professional experiences observing, and working with students

FUNDING OVERVIEW

SCGAs receive 12 credits of tuition remission (6 credits each for fall and spring terms) and a \$6,000 annual stipend in return for working 15 hours per week from mid-July through May to help a Success Coach support undergraduate students in their transition to college. SCGAs must be enrolled full-time (a minimum of 9 credits) at the university.

Success Coaches are Student Affairs staff members who interact with undergraduate students in one-on-one sessions and over phone/email to make sure that they have the resources needed to succeed at Chatham, and to troubleshoot issues that might prevent their successful transition to and ability to stay in college. SCs and students work together for four semesters.

POSITION DESCRIPTION AND RESPONSIBILITIES

Success Coaches are Student Affairs staff members (Professional Success Coaches) who interact with undergraduate students in one-on-one sessions and over phone/email to make sure that they have the resources needed to succeed at Chatham, and to troubleshoot issues that might prevent their successful transition to and ability to stay in college. SCGAs and students work together for four semesters.

The role of the SCGA is to support the Professional Success Coach staff in guiding and facilitating the academic and personal success of each student they work with. This may include:

- Creating and maintaining regular communication with students, including reminders about important deadlines, helpful resources, and personal opportunities (e.g., campus events, activities, internship opportunities).
- Following up with students who signs of struggling including areas such as attending class, completing coursework, getting good grades, interpersonal issues, navigating Chatham and campus resources, paying their account balance, and more

- Building relationships with students and actively engaging with them during their time at Chatham. This includes getting to know students on a personal level as well as attending campus events to interact with students outside of the classroom.
- Working with the professional staff to design and facilitate personal development plans and goal setting for each student each semester.
- Serving as a Teaching Assistant (TA) for the SDE 101 course through assisting with content delivery, classroom activities, class preparation, grading and feedback.
- Attending and participating in regular meetings and training sessions with Success Coaches, SCGAs and your supervisory staff.
- Attending and assisting with New Student Registration days including tabling with the Student Affairs Departments and hosting breakout sessions for incoming students to learn more about Success Coaching. In addition, SCGAs will do individual follow ups with each student from their New Student Registration day breakout.
- Working with the various Student Affairs staff to support retention programs and services such as workshops, wellness groups, leadership programs, career development services, supporting student organizations and more.

As a member of the Student Affairs team, Success Coach GAs may be asked to attend and/or assist with programs and services. Success Coach GAs must be able to work nights and weekends when requested and scheduled in advance. SCGAs will be supervised by the Professional Success Coach staff and are required to make a two-year commitment to the position.

Timeline: SCGAs are hired in April and begin work in late July/Early August. During the August months, SCGAs will train with staff and assist with orientation. Classes begin during orientation and run through the end of the semester. The SCGA position does not follow the academic calendar, meaning that SCGAs will be asked to continue working when classes are not in session (ex. Long weekend, spring break). Individual SCGAs can work with their supervisor for flexibility as needed for personal matters. SCGAs are off when the University is closed including Labor Day, Thanksgiving, Winter Recess, MLK Day and Memorial Day. SCGAs work through the end of May and have the months of June & July off.

HOW TO APPLY

To be considered for an assistantship, you must complete both the program application and the graduate assistantship application. You will be notified if you are selected to participate in the interview process for the SCGA position.

PsyD applicants - deadline for assistantship consideration: February 1, 2020

MS Counseling Psychology applicants - deadline for assistantship consideration: March 15, 2020

Program applications received after March 15 will be considered for any remaining funding availabilities.