

Graduate Assistantship

Education: LiveText, Assessment and Praxis

Overview

The graduate assistant would develop evaluation, technology and communication skills that would enhance a professional resume and hone skills related to their discipline (rubric development, survey research, matrix development, and data analysis). They will gain valuable knowledge of state and national professional standards, requirements and initiatives. The graduate assistant would learn varied means of collecting, organizing, analyzing, and presenting data to support program improvement discussions. These skills will be utilized in RTI and Praxis-related departmental efforts. The position would include autonomous decision-making and important professional responsibilities and would not be clerical in nature. This candidate would be provided with the opportunity to become involved in a range of accreditation-related activities. Accreditation and related data-collection and documentation are driving elements in most educational institutions and this experience will enhance the individual's capabilities and perspectives in these areas.

Positions Description:

- Work closely with Dr. Cleland to maintain the Exhibit Center and to provide training and assistance to the many different individuals on campus who must enter data and artifacts into the Exhibit Center
- Learn how to use the LiveText data collection and recording tools and would provide one-to-one assistance to individuals in learning to use the tools as requested. Dr. Cleland, and the Teacher Education Council would identify important artifacts to construct and the graduate assistant would assist with designing and creating the accreditation evidence in LiveText.
- Assisting in the archiving of established data sets, the individual in this position would work under the guidance of Dr. Moore to compile and analyze assessment data for specific Special Education endeavors, including practicum feedback and RTI-related initiatives.
- Organize, maintain, and disseminate Praxis data; to construct, update, and maintain Praxis-related resources
- Develop and provide periodic Praxis tutorial
- Maintain Praxis records, including committee meeting minutes, accreditation documentation; and to support ongoing related curriculum improvement efforts.

Basic Requirements:

- Strong technology background and skills
- Research skills
- Good oral and written communication skills

Specific Assignments/Responsibilities:

- Provide support in use of Live Text technology in the development of and archiving of accreditation evidence and related materials on a departmental scale, including but not limited to efforts connected to RTI and Praxis initiatives.