

## Graduate Assistantship Openings Student Health Services

The Office of Student Health Services seeks applications for a master's level graduate research assistantship opening beginning in Fall 2024.

### Primary Duties and Responsibilities:

Graduate students hired in this applied research graduate assistantship position in the Office of Student Health Services will work directly with the Student Health Services staff in clinical and administrative areas. This position reports directly to the Student Health Services Chief Administrative Officer. The selected graduate student candidate will:

- Support initiation and follow up on referrals.
- Support data management of patient information for lab specimens.
- Support the evaluation and management of the Student Health Services website.
- Planning, implementation, and participation in outreach events on campus such as health fairs, vaccine clinics, and other specialty clinics
- Research and information gathering to compile multi-school, system-wide health insurance bid.
- Research and information gathering to support the Student Health Services strategic plan including but not limited to analysis of survey results and efficiency studies.
- Research and development of content materials for various outreach services & marketing resources.
- Maintenance of patient records and confidentiality in accordance with Student Health Services and University's procedures.
- Training as an electronic health record super user, supporting the creation of templates, troubleshooting system errors, and communicating with tech support.
- Other duties as directed.

### Eligibility and Additional Considerations:

in graduate programs  
Consideration may be given to graduate students pursuing another to graduate studenting

