Graduate Research Assistant Position
Global Research Office - Center for Global Engagement

The Global Research Office, housed within the Center for Global Engagement, seeks to hire a graduate research assistant who will assist with two main projects over the course of the academic year. In the fall semester, the focus is on the UN Sustainable Development Goals (SDGs) and specifically collecting the data required for the Times Higher Education Impact Rankings submission. For three years the Center for Global Engagement and the Office of Institutional Research and Assessment have collaborated to submit data for the Impact Rankings, addressing multiple SDGs that the campus. Our goal for 2022 is to submit data representing 13 SDGs for UT's campus.

During the spring semester, the focus is on international grants and supporting in-depth analyses of and interpreting quantitative data representing these grant awards. The data analyses and information will be featured on the CGE website and will highlight institutional strengths and opportunities.

DUTIES AND RESPONSIBILITIES
The duties and responsibilities of this position include:
- serve in a leadership role for collecting data for the Impact Rankings
- research relevant data from a variety of sources used to document impact in 13+ areas
- conduct analyses on grant funding data
- interpret data analyses
- facilitate development of dashboard for displaying data
- other duties as assigned

REQUIREMENTS
All successful candidates must:
- be enrolled in a graduate degree program at the University of Tennessee, taking at least 6 hours of graduate credit per semester, and in good academic standing
- have strong data analytics skills
- experience with both Excel and Power BI
- have strong organizational and communication skills
- be self-motivated and able to work both independently and collaboratively

PREFERRED QUALIFICATIONS
Preference will be given to candidates who have:
- a familiarity with the UN Sustainable Development Goals
- experience working in an office environment

COMPENSATION
This is a 12-month, 50% FTE position (ideally running from August 1-July 31) and includes a full tuition waiver (including out-of-state tuition), student health insurance, and a monthly stipend.
APPLICATION PROCEDURE
Interested applicant should submit a cover letter and resume to Dr. Jamie McGowan, Director of the Global Research Office, jmcmowan10@utk.edu. Application will review will begin July 18th and will continue until the position is filled. This position is open now and will start in Fall 2022.

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status. Eligibility and other terms and conditions of employment benefits at The University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations. In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University. Inquiries and charges of violation of Title VI (race, color, and national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone (865) 974-2498. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.