Graduate Assistant Position for Fall 2014
Center for Korean Studies

The Center for Korean Studies has an opening for a Graduate Assistant position for its administration and publicity. Tuition waiver is not included; renewable for multiple semesters with pending outside funding. The incumbent will work 15-20 hrs a week assisting the Center’s daily operation, programs and events. In particular, the position is responsible for planning publicity strategies, creating promotional materials such as flyers and pamphlets, and running the Center's website and facebook page. Some knowledge in web managing and Photoshop is a must. Those who are interested in learning and improving admin and PR skills through Korean culture and events will make the best fit.

Good social and communication skills needed. The ideal candidate should have good written and spoken communication skills in English; Korean language is a preference but not a requirement. Other requirements for the position are as follows:

· Applicants MUST be in M.A. or PhD Program and may not hold a TA position.
· Applicants MUST be a FULL-TIME STUDENT.
· Citizenship is not required.

Submit a coverletter with a resume to Professor Heejeong Sohn, Center for Korean Studies, N5520 Melville Library or email: heejeong.sohn@stonybrook.edu, no later than April 31st.