

Washington State University's Writing Program is seeking a graduate student to fill a Teaching Assistantship (TA) at the Graduate Writing Center (GWC). The Teaching Assistant will work as a consultant at the Graduate Writing Center with graduate students to:

- Help students become better writers in a supportive and friendly environment, providing support at all stages of their writing.
- Teach students to revise and edit their writing, paraphrase sentences, and organize the structure of their papers.
- Provide help understanding and avoiding plagiarism.
- Provide writing support on all types of writings including thesis, proposal, prelim paper, dissertation, cover letter, resume/CV, conference paper, and teaching materials.

The position is for 20 hours a week and includes a tuition waiver, graduate student health insurance, and payment at Step 42 (\$1,909 per month). The position is for the 2021-2022 school year. **Applications will be accepted up until April 23, 2021.**

Required qualifications:

- Eligible for a WSU assistantship, specifically full-time graduate enrollment at WSU-Pullman.
- Demonstrated ability of **superior** writing, editing, and interpersonal skills.
- Working knowledge of the writing process.
- Experience working with non-native speakers/writers of English.
- Evidence of fluency with the English language in writing, speaking, reading, and listening.
- Approval from your academic home department or degree advisor.

Preferred qualifications:

- Documented experience of working in a writing center or as a writing/language tutor.
- Experience in managing websites and content management systems.

Job duties include:

- 8 hours per week of one-to-one appointment-based writing consultation.
- 8 hours per week of preparatory reading of the submitted documents of students who have made appointments for consultation.
- 4 hours per week of administrative work.

**Please send your resume/CV and letter of application electronically.** Include your name along with the "GWC Vacancy" in the subject line to

Lisa Johnson-Shull

[lisaj@wsu.edu](mailto:lisaj@wsu.edu)