Women and Gender Services Graduate Assistant

The Graduate Assistant for Women and Gender Services works on projects and events that build community and enhance the MIT student experience for all women (transgender women, non-binary women, cisgender women) under the umbrella of SPXCE (Social Justice Programming and Cross Cultural Engagement).

The Graduate Assistant manages and facilitates programming in the Margaret Cheney Room, whose namesake graduated from MIT in 1882. The primary purpose of the GA is to carry out the goals of the Women and Gender Services in the following ways:

1. Work with staff and students to brand Women@MIT, including events and programs as well as social media, website, and campus marketing
2. Organize events that provide support, build community, and/or foster leadership development among Cheney Room members
3. Support women student organizations and groups
4. Assist in the administration of and renovations for the Margaret Cheney Room, the on-campus Women’s Community Center
5. Develop assessment for programmatic efforts as well as research best practices
6. Research and develop content for intersectional women’s resources that could include, but is not limited to, workshops, digital and print material, videos, resource lists, etc.
7. Interact and collaborate with other departments and offices

Some potential activities for the GA would include: implementation of events for international women, creation of series programming in the Cheney Room, and collaboration with offices across the Institute to support the Cheney Room’s mission and its constituents.

The Margaret Cheney Room was founded in 1884 in recognition of the fact that women have traditionally been denied a safe space of their own, especially in the STEM fields. In light of its founding mission, the Cheney Room exists to promote community and empower all students at MIT who experience gender-based systems of oppression.

Supervisor: Lauryn McNair (she/they): Assistant Dean of Intercultural Engagement for LGBTQ+, Women and Gender Services

All applicants must:

- Be a currently registered graduate student in good standing at an accredited institution
- Be able to commit to 10 – 15 hours of work every week for the entire fall 2021 and spring 2022 semester
● Be able to work some evening and weekend hours, when necessary
● Be able to work on campus in the Cheney Room

Applicants should have good communication and organizational skills, as well as be able to take initiative in new projects. Applicants will have a desire to advise students and work in an independent and collaborative environment. Applicants should be thinking critically through an intersectional lens as it relates to all aspects of identity in relation to gender.

An understanding of, or interest in, issues of identity, the empowerment of marginalized populations, combatting sexism, genderism and misogyny, and student affairs/higher education is highly encouraged.

This position will occasionally collaborate with the other Graduate Assistants of SPXCE who work with the Office of Multicultural Programs and LBGTQ+ Services.

**Duration and Compensation:**

The Graduate Assistant position officially begins on August 26th and officially ends May 24. The Graduate Assistant will be expected to work an average of 10-15 hours per week at $15/hour.

**To submit cover letter and resume:**

Lauryn McNair (she/they)
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