



## BOSTON COLLEGE

BOISI CENTER  
FOR RELIGION AND AMERICAN PUBLIC LIFE

April 16, 2019

The Boisi Center for Religion and American Public Life seeks to hire **one undergraduate research assistant for 2019–2020 academic year**. We invite applications from qualified and energetic undergraduate students of any major within the College of Arts and Sciences at Boston College who have an interest in the work of the Center.

To apply, please send the following via email to [susan.richard@bc.edu](mailto:susan.richard@bc.edu) : (1) a cover letter describing your experience and interest in the position; (2) a CV/resume with contact information for two BC references (at least one of whom should be a professor); and (3) a writing sample of less than 10 pages. **We welcome applications until the position is filled.**

### **About the position:**

The Boisi Center's undergraduate research assistants work closely with the Boisi Center staff and graduate research assistant on nearly all aspects of the Center's work. Core job functions include (1) helping with the substance and logistics of the Center's numerous public events and (2) writing and editing content for the Center's web site, semi-annual newsletter and grant proposals. Additional tasks may include occasional research for director Mark Massa, S.J. and other projects that may arise.

We will negotiate a work schedule that fits your class schedule, but candidates should be prepared to work an average of **6-8 hours a week at an hourly rate of \$12.50/hour**.

Candidates must have excellent writing and editing skills, attention to detail, a solid work ethic and a good attitude. Event planning experience and some subject matter expertise related to religion and public life (e.g., in theology, political science, international studies, philosophy, history, or sociology) are preferred. Candidates should be technically proficient on the computer; experience with web design, Adobe InDesign and/or Photoshop is a plus.

### **About the Boisi Center:**

The Boisi Center is a nationally recognized research center based at Boston College that brings together scholars, policy makers, media and religious leaders to discuss the moral and normative consequences of public policies in ways that can help us to maintain the common good while respecting our growing religious diversity. Each year the Boisi Center typically has three full-time staff members, several visiting scholars from around the world, a graduate research assistant and three undergraduate research assistants. To learn more about the Boisi Center, please visit <http://www.bc.edu/boisi>.