

Graduate Assistant Posting Form*

Department Name and Location	% of Time	Job Description	Qualifications	Time Period of Position	How to Apply	Deadline to Apply	Number of Positions
Evaluation and Developmental Center 500 C S. Lewis Lane Carbondale, IL 62901	50%	Rehabilitation Employment Specialist– Primary responsibilities include: Provide job placement services with individuals with disabilities for competitive employment in the community, supervise consumers in on-the-job evaluations and supported employment situations, provide job coaching as needed, develop relationships with employers to assist individuals to obtain employment, complete job analysis, provide job readiness training, monitor and report progress to supervisor and IL DRS Counselors.	Minimum: 1) Admission to Graduate School and a degree program 2) Student in good standing 3) Minimum GPA of 3.0 4) Bachelor’s degree in rehabilitation or related human service field 5) Valid driver’s license 6) Must be able to pass a background check 7) The ability to self-initiate, good problem-solving skills, good interpersonal skills, open to supervision, punctuality good time management skills, organizational skills, good oral and written communication. 8) Ability to work with individuals with various disabilities Preferred Qualifications: 1) Enrolled in human service-related field. 2) Business, marketing, and community outreach experience.	Summer 2022	Submit letter of interest and resume to: LaDonna Henson, Director Evaluation and Developmental Center 500C Lewis Lane Carbondale, IL 62901 lhenson@siu.edu EDC has more than one type of Graduate Assistantship open, please specify which position(s) you are applying for.	SU2022: April 30,2022. FA2022 August 1, 2022. Open until filled	2

*Please fill out this form and email as an attachment to GAOffice@siu.edu.