

Graduate Assistant — University Public Relations
News and Communication
20-Hour Per Week Graduate Assistantship
Position Classification: (GRA)

General Description

Austin Peay State University offers Graduate Positions each academic year to assist the Director of Communication in overall University outreach/communication efforts.

Primary Duties and Responsibilities

The graduate assistant will assist in research, development and creation of student success stories, faculty success stories and other prominent, positive news stories coming from the University's different colleges.

Essential Functions

Applicants should have a background in communication, English (writing), marketing or advertising and should be able to demonstrate strong verbal and written communication. Graduate Assistants (GA) will engage with deans and faculty to find potential stories, interview principal contacts for that story, set up art opportunities with APSU photographer and write news releases and web stories from these interviews. Successful GAs must be able to meet deadlines and keep scheduled appointments with PR and Marketing staff. Assist in or direct other duties as assigned.

Qualifications

Undergraduate degree and enrollment in APSU graduate program.
Point of contact for this position: Charles Booth
Email: boothcw@apsu.edu
Phone: 931-221-7597