Financial Wellness Graduate Assistant
Position Description 2019-2020
Student Success (Academic Affairs)

About Student Success
The Office of Student Success was created in 2015 after significant strategic planning which brought together the functional areas of First-Year Programs (orientation and transition programs), Academic Success Programs (tutoring, Supplemental Instruction, study skills, etc.), the Office of Student Money Management and the Military and Veteran Student Center. In 2016, the Military and Veteran Student Center moved to the Division of Diversity and Community Engagement and in 2018 the Success Coach program was created and added to Student Success. Our department is aligned in the Division of Academic Affairs and reports to the Associate Vice President for Strategic Enrollment Management. Most of our efforts and programs directly support the Strategic Enrollment Management Plan found at www.wichita.edu/semplan.

Students define success differently. Our office helps students maximize their academic potential and reach their personal goals through a range of programs and services, regardless of personal background. Our goal is to help students develop skills and plans to graduate in a timeline manner while engaging with our community of learners.

Our goals include helping students:
- transition successfully to WSU
- improve academic performance and achieve academic excellence
- set and achieve personal goals
- develop financial literacy/wellness skills
- participate in campus programs that improve student satisfaction

Position Description
The Financial Wellness Graduate Assistant (FWGA) will work with the Office of Student Success, housed in Academic Affairs, to increase the scope of existing financial literacy resources and services to students. The successful candidate will work on marketing and outreach campaigns, create a collection of online financial literacy resources, work to help
increase the financial wellness among at-risk students, and coach students in areas such as creating a financial plan to pay for college, establishing credit, building spending plans and various other financial concerns of students. The FWGA will also supervise two Peer Financial Coaches (graduate or undergraduate students).

**Terms of Appointment**
Applicants should be aware of the following information which outline requirements of employment:

- The FWGA works an average of 20 hours per week all weeks classes are in session
- This position may require flexibility with hours and may include some evening and weekend hours
- The position will begin as early as August 5, 2019 and will end no later than May 22, 2020
- The FWGA must be in good academic and conduct standing with WSU during the course of employment
- The FWCA will report to the Director of Student Success

**Compensation**
The FWGA will receive:

- A stipend of $7000 ($3500 per semester) which equals $12.00 per hour for 20 hours per week for 16 weeks
- In-state tuition waiver up to 6 credit hours per semester (does not cover student segregated fees)

**Questions?**
For information about Student Success, visit [www.wichita.edu/success](http://www.wichita.edu/success). Questions regarding the position should be directed to Kim Sandlin, Director of Student Success at 316-978-5427 or kim.sandlin@wichita.edu.