Graduate Program Assistantship – Center for Human Service Leadership

Position Description
The Center for Human Service Leadership and its staff at the Delmar DivINe co-location site provide capacity building services (training, consulting, information, referral) to the nonprofit tenants and their employees. The Graduate Program Assistant will assist in the design, planning and implementation of programs and services offered. The Delmar DivINe is a large-scale, innovative project, opening in early 2021, which will provide office, shared meeting, and technical supports to approximately 30 area nonprofits and co-working members. With an explicit goal of improving service impact to disadvantaged populations, the Delmar DivINe is repurposing a large hospital complex located on the symbolic dividing line that separates poor and affluent St. Louis.

Faculty Sponsorship
Barry Rosenberg, MSW, Professor of Practice
Chair, MSW Social Impact Leadership Concentration and MSW Management Specializations
Director, Center for Social Impact Leadership

Skills and Qualifications
Preference given to students enrolled in the MSW Social Impact Leadership Concentration or MSW Management Specialization, and those with some prior human service work experience.

- Interest in organizational capacity building or consulting
- Strong organizational, interpersonal & communication skills
- Initiative and ability to work independently
- Willingness to work year round, occasional nights and weekends
- Ability to arrange transportation to Delmar DivINe, located approximately three miles northeast of campus. Note: In the Fall 2020 semester, work will be primarily organizational in preparation for Delmar DivINe occupancy in early 2021.

Primary Responsibilities
- Assist in the design, planning & implementation of formal and informal leadership and management training programs and social events
- Compile and maintain database of nonprofit leadership and management resources
- Monitor and disseminate information on environmental trends, developments, opportunities that may affect nonprofit tenants
- Research answers to tenant organizational capacity questions
Compensation & Benefits
This position pays $12.00/hr, and the assistant will work an average of 10 hours/week. Total compensation is estimated at $5,000 per year.

Application Process
Please submit your resume/CV and a short statement of interest to brosenberg@wustl.edu. The statement of interest should address why this position and social impact leadership interests you.

Application Timeline
Applications will be accepted and reviewed on a rolling basis.