**GUIDE TO 2023-24 ASSISTANTSHIPS**

SIPA Assistantships are job opportunities for SIPA students. You may hold one appointment per semester.

**Officer positions:**

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| **Teaching Assistant II (TA)** | **Reader/Departmental Research Assistant (DRA)** |
| * Work up to 20 hours per week. $13,367 a semester.
* Hold office hours, lead recitations, and attend lectures.
* Assist with grading.
* Provide administrative support (i.e. photocopying, posting on CourseWorks, placing course material on reserve, requesting AV, etc.)
 | * Work up to 15 hours per week. $6,684 a semester.
* Hold office hours. DO NOT lead recitations.
* Assist with grading.
* Provide administrative support (i.e. photocopying, posting on CourseWorks, placing course materials on reserve, requesting AV, etc.)
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**Student Casual Hire positions:**

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| **Program Assistants (PA)** | **Student Assistants (SA)** |
| * Work average of 12-13 hours per week.
* Paid $30 an hour up to $6,000 a semester (200 hours).
* Provide administrative support to the program or office.
 | * Work on average 9-10 hours per week. Paid $22 an hour up to $3,300 a semester (150 hours).
* Provide administrative support (i.e. photocopying, posting on CourseWorks, placing course material on reserve, requesting AV, etc.)
* DO NOT conduct instructional duties (i.e. grading, leading recitations, holding office hours, etc.)
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| **Assistantship** | **Salary/Semester** | **Service Commitment/Semester** |
| TA  | $13,367 | 20 hours/week |
| Reader/DRA | $6,684 | 15 hours/week |
| PA | $30/hour up to $6,000 | 12-13 hours/week; 200 hours  |
| SA | $22/hour up to $3,300 | 9-10 hours/week; 150 hours |