



Baylor University

Sport Management Graduate Program

BAYLOR[®]
**SPORT
MANAGEMENT**

**Graduate Assistantships for
Research and Program Support**

Reorganized on the fall of 2015 and 2019, the Sport Management Graduate Assistantships for Research and Program Support have been developed to create a two-year paid experience within our academic program. These two assistantship positions are completed under the mentorship and supervision of the full-time faculty of this program. Students in this program are selected from a national search process and complete a 36 credit hour master's degree in Sport Management while completing their graduate assistantship duties.

Stipends for these work duties will be provided from the Sport Management academic program within the Department of Educational Leadership currently at a rate of \$11,475 for 46 weeks over the 12-month academic year, and tuition remission would be provided from the graduate school at 80% of tuition costs based upon a total load of 18 credit hours per year (not including fees or books).

SPORT MANAGEMENT GRADUATE PROGRAM
SCHOOL OF EDUCATION • DEPARTMENT OF EDUCATIONAL LEADERSHIP
One Bear Place # 97312 • WACO, TEXAS 76798-7312
254-710-3050

Specific Job Duties and Expectations

Job Title: **Graduate Assistant for Sport Management Program**

Department Supervisor: Dr. Jeffery Petersen, SPM Program Director

Work Supervisor(s): Dr. Jeffery Petersen and Dr. Marshall Magnusen

Office Location: Marrs McLean Science Building

Job Expectations:

- Work diligently and professionally
- Meet established deadlines
- Communicate regularly on your progress on assigned tasks
- Attend weekly meeting of the SPM Faculty and GAs
- Complete 20 hours of service each week with your designated supervisor(s) within the program
- Maintain academic performance standards throughout the program enrollment
- Assistant with various research-related tasks such as conducting article/literature searches, collecting research data and management data files, helping to develop proposals for grant and/or review from Baylor's Internal Review Board, and preparing materials for research presentations and manuscript publications
- Support of program marketing and recruitment including development of materials for social media, electronic and hard-copy distribution, and meeting with prospective students
- Support of administrative tasks including student file maintenance, website and social media updates, and database development and management
- Promote the program positively throughout the campus and with community constituents
- Other duties and responsibilities may be assigned as needs arise