

**UNIVERSITY OF NEVADA LAS VEGAS
SCHOOL OF NURSING
Graduate Assistantship (GA) General Information**

GA Qualifications

1. Master's or PhD student
2. Interest in teaching or research
3. Commitment of 20 hours per week on campus or local area

GA Assignment

1. The assignment is 20 hours per week (excluding lunch or other breaks).
2. New students can apply for a 9-or 10-month appointment.
3. Returning students can apply for a 6-12-month appointment. (Begins July 1st)

Value/Benefits of Being a GA

Opportunity to

- apply what you learned in research class
- get-to-know nursing faculty and staff (and possibly other UNLV faculty/staff)
- learn skills that are not taught in the classroom
- be mentored
- experience potentially life-changing events
- get paid to think and be creative
- work normal hours and unlikely to work nights
- stay below the high-tax bracket and have a portion of your tuition paid
- learn things that could help you write a capstone paper, professional paper, thesis, or become a faculty member

GA Stipend and Tuition

Master's students will earn a \$15,000 stipend, and PhD students will earn an \$18,000 stipend. See Graduate College information sheet for details about a tuition waiver and fees. Additionally, both master's and PhD students can apply for supplemental fellowships.

General Duties/Expectations of Being a GA

A GA position is a salary position. The GA is expected to complete his/her assigned duties. The general duties of the GA include assisting with various steps of the research process (literature review, data entry, data collection, data analysis, or dissemination of results), teaching undergraduate students, and/or assisting with developing instructional technology. The GAs who are engaged in research will be assigned a GA mentor. All GAs will be expected to ...

- do high-quality work.
- be responsible/accountable.
- show initiative.
- think critically.
- communicate respectfully and professionally.

Specific Duties/Expectations of Being a GA

1. The specific research of each GA will be determined jointly by the GA and GA mentor.
2. In addition, a GA must complete weekly logs. At a minimum, the logs should include details regarding daily activities and the number of hours worked per day. Proper grammar and spelling are expected. The logs should be Word documents emailed to the GA mentor and Associate Dean for Research by the end of the week unless otherwise arrangements have been made.
3. A GA who works more than 5 hours and this time period covers the lunch break will be required to take a 30-60 min lunch break.
4. A GA who misses any hours will be need to make-up the time. It is the responsibility of the GA to negotiate a make-up time with the GA mentor.
5. If a holiday falls during the GA's work hour, the GA may take the time off. However, a GA is salary position and not an hourly position so the GA's work still needs to be completed regardless of the occurrence of a holiday.
6. Satisfactory performance includes completing and meeting the general and specific duties and expectations as described in this document.
7. Each GA must follow the GA policy of the Graduate College and the UNLV Student Code of Conduct.
8. Each GA must attend all orientation sessions or workshops as required by the Graduate College, the School of Nursing, or the Teaching Learning Center.

GA Mentor Qualifications

1. Willingness and time to mentor a GA
2. Research project in development or in progress

GA Mentor Assignment

The assignment will depend on the needs of the GA mentor and GA interests and availability.

Value/Benefits of Being a GA Mentor

Opportunity to

- positively impact a graduate student's professional career
- receive "free" assistance with research projects
- show evidence of student mentoring
- create a research team
- advance your research program
- share your enthusiasm about a topic with a graduate student
- work with a graduate student in real time
- show a graduate student another side of nursing
- receive another perspective about your work
- demonstrate high-quality research work

General Duties/Expectations of the GA Mentor

The general duty of the GA mentor is to provide an enriching experience that involves one or more of steps of the research process (i.e., literature review, data entry, data collection, data analysis, or dissemination of results). The specific research activities of each GA will be determined jointly by the GA and GA mentor. The GA will expect the GA mentor to ...

- provide guidance, offer suggestions, and answer questions.
- provide a constructive learning experience.
- encourage/request high-quality work.
- offer guidance how to perform activities at a high-quality level.
- provide research-related resources to do high-quality work.
- clarify the research process.
- communicate respectfully and professionally.

Undergraduate Course Description

<http://nursing.unlv.edu/4year.html#description>

Research Faculty Description

- ___ [Patricia Alpert](#): exercise, health promotion
- ___ [Mary Bondmass](#): evidence-based practice competencies, predictors of NCLEX success
- ___ [Cheryl Bowles](#): health promotion, pilates, older women
- ___ [Lori Candela](#): optimizing health in chronic illness states, nursing education
- ___ Michele Clark: caregiver depression, diabetes and depression
- ___ Karla Dalley: learner-centered education
- ___ Janice Haley: strengths of parent caregivers
- ___ [Susan Kowalski](#): health problems of widows/widowers, ERI testing
- ___ [Margaret Louis](#): sexually transmitted diseases in the elderly
- ___ [Carolyn McCarroll](#): women's health
- ___ [Nancy Menzel](#): community-based participatory research, occupational health/injury, low-back pain
- ___ [Sally Miller](#): Obesity, weight loss maintenance, healthy aging
- ___ [Barbara St. Pierre Schneider](#): leukocyte response to exercise-related skeletal muscle injury
- ___ [Peggy Schuber](#): cancer clinical trials
- ___ [Tish Smyer](#): institutional grant writing
- ___ [Yu Xu](#): cultural competence, foreign RNs education
- ___ [Nancy York](#): smoke-free policy, smoking cessation
- ___ [Carolyn Yucha](#): physiological stress reaction, stress reduction, biofeedback, hypertension, journal editor

New GA Student Application Process

1. Download and complete the GA Interest Form.
2. Email or mail the form to Barbara St. Pierre Schneider (barbara.stpierreschneider@unlv.edu).

Orientation Session for GAs and GA Mentors

An orientation session for students and faculty will be held during orientation week in September. **ALL GAs are required to attend this session.** The objective of the orientation is to provide information for a productive and meaningful experience for GAs and mentors. For students, the orientation will include discussing the value/benefits of being a GA, GA duties/expectations, and what GAs can expect of their mentor. In addition, information on the GA/GA Mentor Contract, log of activities, resources, and end of semester progress meetings will be presented. For faculty, the additional information will include discussing the value/benefits of mentoring a GA, GA mentor duties/expectations, and what mentors can expect of the GA.

GA/GA Mentor Contract

Before the GA and GA mentor begin working together, they will complete a contract. See attached.

End of Semester Progress Meetings

At the end of each semester, a progress meeting will be held with each GA. The purpose of this meeting is to obtain feedback from GAs about the experience and review semester activities. The meeting will be arranged by the Associate Dean for Research.

**UNIVERSITY OF NEVADA LAS VEGAS
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Graduate Assistantship (GA) Interest Form**

Student Name _____

Date _____

1. Select type of GA activity.

- Research (Complete items 4-6.)
 Teaching (Complete items 2, 3, 5, and 6.)
 Research and teaching (Complete items 2-6.)

2. Identify the courses you would be interested teaching. (To be eligible to teach, the GA must have 5 years of clinical experience or have earned a master's degree in nursing.)

- Fundamental skills lab supervision
 Health assessment lab supervision
 Master's level (FOR PhD STUDENTS ONLY)

3. Indicate your interest in assisting with instructional technology development. Yes No

4. Identify 3 research faculty you would be interested working with.

- Patricia Alpert
 Mary Bondmass
 Cheryl Bowles
 Lori Candela
 Michele Clark
 Karla Dalley
 Janice Haley
 Susan Kowalski
 Margaret Louis
 Carolyn McCarroll
 Nancy Menzel
 Sally Miller
 Barbara St. Pierre Schneider
 Peggy Schuber
 Tish Smyer
 Yu Xu
 Nancy York
 Carolyn Yucha

5. Estimate days/times available for GA activities (must total 20 hours per week).

6. Provide any other information about your qualifications or interest in being a GA.

Email completed form to the Associate Dean for Research (barbara.stpierrezschneider@unlv.edu).

**UNIVERSITY OF NEVADA LAS VEGAS
SCHOOL OF NURSING
Graduate Assistantship (GA) and GA Mentor Contract**

GA _____

GA Mentor _____

Assigned Semester(s) _____

Assigned Weeks _____

GA Weekly Days/Hours (20 hours per week)

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GA Research Activities

In this section, describe what activities will be performed during the assigned period. Estimate % effort or number of hours for each activity per week. For example,

Literature database search (includes learning Ref Works software)	4 weeks, 20 hrs/wk
Literature synthesis manuscript	9 weeks, 20 hrs/wk
Manuscript submission	2 weeks, 20 hrs/wk

GA Signature _____ **Date** _____

GA Mentor Signature _____ **Date** _____

Submit completed from to the Associate Dean for Research (mailbox in BHS 417) by the end of the third week of the semester.

Date received by Associate Dean for Research _____