SNRE

GSI Application Process Information Session

Fall Term 2016 Process
5 February 2016

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Agenda

- Fall 2016 Timeline
- GSI Positions – Fall 2016
- Application Process
- Background Check Requirement
- Making a Good 1st Impression
- GSI Requirements
- Compensation and Benefits
- GEO Agreement
- Teacher Certificate
- Other Student Employment Opportunities
Fall 2016 Timeline

- **Feb 5:** SNRE Info Session & positions posted
- **Feb 22-9:00 AM:** SNRE application materials due
- **Feb 22:** PitE Info Session & positions go-live on umjobs.org
- **Mar 8-5:00 PM:** PitE application materials due
- **Mar 23:** 1st round offer letters issued--SNRE & PitE
- **Mar 29:** Offer acceptances due
- **Apr 1:** 2nd round offer letters issued, if necessary
- **Aug 29-30:** CRLT Orientation Session
- **Sep 6:** SNRE Orientation/start of classes
SNRE GSI Positions – Fall 2016

- NRE 436  Woody Plants: Biology and Identification
- NRE 509  [GSI & Lab Coord]  Ecology: Concepts and Applications
- NRE 510  Environmental Decision-Making and Governance
- NRE 513  Strategies for Sustainable Development
- NRE 527  Energy Markets and Energy Politics
- NRE 531  Principles of GIS
- NRE 533/536  Negotiating Skills in Environmental Dispute Resolution/Environmental Mediation
- NRE 537  Urban Sustainability
- NRE 547  Forest Ecology in a Changing World
- NRE 560  Behavior & Environment: The Psychology of Human-Environment Interaction
- NRE 562  Environmental Policy, Politics and Organizations
- NRE 574  Sustainable Energy Systems
- NRE 578  Urban Stormwater: Science, Design, and Management
- NRE 587  Place and Environment / Making Place Design Studio
- NRE 591  Materials and Methods
- NRE 597  Environmental Systems Analysis
- NRE 688  Site Planning and Design
- NRE 691  Ecological Planting Design Studio
- NRE 501 & 787  Urban Design Studio (Fall-A) / Metropolitan Studio (Fall-B)
SNRE Application Process

- SNRE Website: Current Students->Financial Aid Resources->Graduate Student Assistant Positions->APPLY ONLINE for SNRE GSI Positions
- Log in with your uniqname and password
- **STEP 1**: View list of eligible positions, click on “Position Descriptions” in left column.
- If you are interested in applying, proceed:
- **STEP 2**: Request your UM transcript from dianaw@umich.edu. You will receive a PDF document.
SNRE Process-cont’d

- **STEP 3**: Combine personal info into single PDF and upload [résumé, evals, rec letters, UM transcript; non-UM transcripts]
- **STEP 4**: Complete the “Personal Info Section” and upload personal info PDF document; SAVE
- **STEP 5**: “Select Positions”; select course you are applying to; rank your preference; attach cover letter; SAVE
- **REPEAT STEP 5 for each course**
SNRE Process-cont’d

• NOTE: You may enter and/or update materials as many times as you need to
• NOTE: You will have access to the system until 9:00 AM on Monday, 22 Feb.
• NOTE: There is no FINAL SUBMISSION/SAVE action to take
PitE Application Process

- INFO SESSION: 22 Feb; location TBA
- PitE positions are listed on: [http://www.umjobs.org](http://www.umjobs.org)
- Combine cover letter, resume and graduate transcripts into a single pdf. Include your name in the file name. Do NOT use the class number alone as the file name!
- If you have letters of recommendation or other transcripts, please e-mail them to Kelly Campbell (kereca@umich.edu)
- Once a file is uploaded, it cannot be modified or replaced
- **Important** – provide your top 4 course preferences via e-mail to: pite.gsirankings@gmail.com
Biology GSI Positions – Sp, Su & Fall 2016

- Process opens approx. 15 Feb.
- The application allows graduate students to apply for teaching positions in BIOLOGY, MCDB, and EEB.
- Application deadline is approx. 15 Mar.
- Information and link to the application can be found on the Program in Biology website: http://www.lsa.umich.edu/biology/careers/graduates/ta/
Background Check Requirement

- A background check (BGC) is required for all GSAs. Being hired is contingent upon the results of this process.
- Student will be asked for consent by verification vendor as first step in the hiring process
- Student may not work until BGC is complete
- Must be completed prior to start of term
Making a Good 1st Impression

- Read the position description(s) carefully
- Describe how you are the best candidate for the job—use the same language as the posting
- Address how you are uniquely qualified—based on the qualifications listed in the posting
- Tailor your cover letter to each position
- Proofread! Simple mistakes can be costly
- If first time, consider using Career Center Resources
GSI Training Requirements

- CRLT Orientation—Aug 29-30—plan to return to A2 early
- SNRE Orientation—6 Sep
- CPR/First Aid Certification required for select SNRE and PitE courses (as needed)
- Register for at least 6 credits
- Register for NRE 600-063 (1 credit course)
- Attend a minimum of two CRLT seminars and/or GSM ‘brown bag’ sessions
- Complete a Mid-term Evaluation/Consultation Activity
- Complete a Final Evaluation
GSI Compensation & Benefits

- 2015-2016 salary rate (new rates will be announced in July)
  - $19,350 FTR
  - 50% GSI = $2,417.75/month (16.5-20 work hrs/wk)

- Tuition Waiver
  - 23.7% appt or greater = 100% (7.5-9.49 work hrs/wk)
  - Less than 23.7% = pro rated waiver

- Benefits
  - 25% appt or greater – full medical and dental option 1
  - less than 25% – full medical, 50% of dental option 1
  - Dependent coverage available
  - More info, visit UM HR benefits page: http://www.benefits.umich.edu/benefitgroups/grads.html
Graduate Employees Organization (GEO)

- Terms and conditions of GSI employment are governed by agreement between UM and GEO
- Current agreement runs through 5/1/2017
- Copy of the agreement can be accessed here:
  - [http://www.geo3550.org/member-resources/our-contract/](http://www.geo3550.org/member-resources/our-contract/)
- GEO reps will be on hand during the CRLT and SNRE orientation sessions
UM Graduate Teacher Certificate

This certificate offers the opportunity to:

1. document your professional development as a college-level instructor
2. prepare for the faculty job search

Does not appear on UM transcript

May be included on your CV/résumé

For more information, visit:

[http://sitemaker.umich.edu/um.gtc/description](http://sitemaker.umich.edu/um.gtc/description)
Other Employment Opportunities
GSRA Positions in SNRE

- Unlike GSI positions, GSRA positions are not typically posted.
- Opportunities are primarily through faculty advisors.
- Typically funded by external organizations/agencies.
- Require regular research work with tangible outcomes.
- May not align directly with your research interests or thesis work.
- Progress reports are typically required.
- Inquire early.
Other Student Employment

- Temporary Student Hourly – open to anyone
- Work Study
  1. Must be US citizen or permanent resident
  2. Must complete the FAFSA (Free Application for Federal Student Aid)
  3. Must be eligible—check financial aid package
- Postings are available on the Student Employment website [https://www.studentemployment.umich.edu](https://www.studentemployment.umich.edu)
- Lori Miley, mileyl@umich.edu is SNRE contact
SNRE Career Services Materials

- See handout for URL
- Many useful references:
  1. Drafting Your Résumé
  2. Drafting Your CV
  3. How to Draft a Powerful Cover Letter
  4. How to Secure Good References
Good Luck!!