

<b>Job Title:</b> Graduate Assistant – Center for Transformative Justice (CTJ)	
<b>Supervisor:</b> Ashley Nowak, Director of CTJ	<b>Department:</b> Center for Transformative Justice
<b>E-mail:</b> anowak2@uwlax.edu	<b>Phone:</b> (608) 785-5093
<b>Start Date:</b> August 2024	<b>End Date:</b> May 2025

1. Support CTJ's role with new student orientation process to establish a welcoming environment for all.
2. Co-advise Peer Diversity Specialists (peer educators) in developing social justice programming for the campus community.
3. Mentor Peer Diversity Specialists, assist with one-on-one meetings, oversee marketing efforts, and assist with planning staff meetings
4. Provide support for the [Bias Support & Education Team](#) by assisting with creating, presenting, and managing anti-bias/hate programming.
5. Assist in the development, facilitation, and dissemination of campus climate research.
6. Assist with website/social media maintenance.
7. Attend regularly scheduled CTJ staff meetings and one-on-one meetings with director (date/time and frequency TBD).

For further questions about the department, please view the department [website](#) or contact [Ashley Nowak](#)