**Office of Future Engineers – Graduate Assistantship**

The Office of Future Engineers (OFE is) seeking a student for our half-time Graduate Assistant position beginning Spring Semester 2022. We seek a student in the School of Engineering Education (ENE) or other STEM Education or leadership programs, as it gives a graduate student practical experience in engineering recruitment and outreach as well as opportunities to explore research questions and develop new tools/programs/content.

For the OFE, it provides more direct help with recruitment as well as a better understanding of what methods and messages are most successful and what new ventures we should pursue.  It also allows us to expand our reach in engineering career exploration to younger students. This is position is allowing for both discovery and practice in a very social environment. ***Candidates must be customer-service and detail oriented, and interested in meeting with families, leading Engineering Information Sessions, mentoring OFE Peer Counselors, and helping with data and reporting.***

**Position Description**

Undergraduate applications have increased from 7,409 (2009) to over 20,000 (2020). During the 2019-2020 recruitment year, the OFE Staff came into direct contact with over 33,000 people via engineering information sessions, admissions programs, virtual programs, interviews and travel.

The Graduate Assistant will help OFE to better accommodate visitors while exploring new innovative ways to attract targeted student populations. The Office of Future Engineers is the first of its kind in the nation and our goal is to strengthen resources available about Purdue Engineering and engineering careers to a younger and more diverse audience.

The Graduate Assistant will help develop Purdue Engineering branded applications from current and future research focused on recruiting and promoting engineering careers. With the School of Engineering Education, Purdue’s long-standing engineering reputation, Strong STEM outreach and academic programs across campus, and the need for diverse STEM professionals, we are in the unique position to make this happen and positively impact generations to come.

**Duties**(50% = Outreach, 30% = Leadership, 20% = Data/Reports)

* Provide direct support in recruiting to help accommodate visitors and increase the numbers of underrepresented students.
* Help develop tools to improve OFE’s data collection and analysis.
* Explore research questions related to college selection for diverse student populations interested in engineering.
* Develop online engineering career content for grades 8-12.
* Improve evaluation of current programs for better assessment of recruitment priorities.
* Assist in event management and logistics.

Please complete this [Application Survey](https://purdue.ca1.qualtrics.com/jfe/form/SV_dpbAnXy8CYzaC2y) indicating your interest. You will be asked to upload a current too.