**Graduate Assistant (G.A.) Position – Graduate Online DNP**

**Summer 2024, Fall 2024 & Spring 2025**

**Department**: Graduate Online Nursing: DNP Program

**Supervisor**: Michele Pedulla

**Email**: onlinenursing@regiscollege.edu

**Location of Position**: Remote

**Hours of Position**: 112.5/semester

**Tuition Reduction**: $2,500 per Semester\*

**Responsibilities and/or duties in this role:**

Work closely with the DNP Program Director to:

* Draft meeting minutes for DNP faculty meetings
* Support preparation for DNP accreditation visit in Fall 2024
* Complete data entry and analysis of DNP graduates’ completion requirement
* Utilize Adobe to facilitate Scholarly Practice Project acceptance signature pages
* Assist faculty with ordering textbooks
* Research hourly requirements for entry into BSN-DNP programs

**Specific Qualifications/Skills required for this position:**

* Good time management
* Some familiarity with Zoom, Microsoft Office 365, SharePoint, Adobe
* Detail oriented and organized

[**Click Here to Apply**](https://share.hsforms.com/14Dg5_av3RwmK_NkaDA4qWw3c8tf)

*\*For each semester, Graduate Assistants will receive a tuition discount of up to $2,500 or $5,000,*

*depending on whether the position is part-time or full-time. The tuition discount will not exceed the total amount of tuition charged. In general, Regis College may reduce the amount of any award, scholarship, tuition discount, or tuition benefit if the total amount exceeds the amount a student is charged in tuition. In other words, no student will receive a refund if their awards, scholarships, tuition discounts, or tuition benefits amount to more than the tuition charged. Students must be enrolled in a minimum of 6 credits each term to remain eligible for their G.A. position. For more information, visit the Graduate Assistant webpage.*