Graduate Assistant for Promotions and Fan Experience

San Jose State Athletics is currently seeking a graduate assistant in marketing and multimedia. The successful candidate must be enrolled in a graduate program at San Jose State University.

To apply for position please email your cover letter and resume to michael.beaubien@sjsu.edu. Deadline to apply is June 16, 2017. Graduate Assistantships begin August 1, 2017.

Responsibilities
Responsibilities will include, but are not limited to, developing marketing plans, organizing game-day promotions, and assisting in the creation and distribution of advertising materials for San Jose State Athletics in the community. Duties include assisting with campus and community outreach activities to promote athletics, managing student interns and the facilitation of game-day activities. Other duties will be assigned as needed.

Salary: A $1,000 per month stipend for 12 months, with opportunity for a second appointment. (Stipend may be applied towards tuition. No tuition waiver available.)

Required Qualifications

- Bachelor’s degree from an accredited college or university and be admitted to an SJSU Masters program.
- Experience with Microsoft Excel and Word as well as Adobe Photoshop.
- Excellent oral and written communication skills.
- Highly organized with strong attention to detail.
- Must be highly energetic, motivated and outgoing.
- Must be dependable, good at problem solving in high pressure, deadline filled setting
- Able to work nights, weekends, and holidays in a fast paced environment.
- Must be able to provide own, reliable transportation to work or use public transportation to achieve punctuality.
- Applicants should have a strong knowledge of, and interest in, intercollegiate athletics.
- Previous experience in an intercollegiate or professional athletics environment is preferred.