

---

## GRADUATE ASSISTANT

### Counseling Center

---

**Position:** Graduate Assistant, Counseling Center.

**Position Description:** The assistantship offers a unique opportunity to gain practical experience in providing direct services to students. Responsibilities include triage/screening, intakes, educational programming, campus outreach and counseling, with clinical supervision provided in all areas.

**Requirements:** Applicants must be enrolled in a Master's or Doctorate program in Clinical Psychology, Counseling, or Social Work. Preference will be given to students who have completed at least one full semester in their respective program. All candidates must be able to commit to a minimum of one year to this position due to the training and responsibilities inherent in the role. Successful Graduate Assistants may be offered a second year assistantship.

**Availability:** We have two positions available at the start of the Fall 2025 semester. One of these two positions will be designated as a clinical case manager, with preference given to applicants enrolled in the MSW program. However, any student who meets the requirements listed above is invited to apply and will be considered for both positions.

**Application:** The first step is to submit the following written materials:

- 1) Cover Letter
- 2) Current Resume/Curriculum Vitae
- 3) Completed "Application for Graduate Assistantship" form that can be downloaded here:  
[GRADUATE ASSISTANTSHIPS \(missouristate.edu\)](https://missouristate.edu/counselingcenter/graduate-assistantships)
- 4) Respond to the following questions:
  - a. What interests you most about being a GA in the Counseling Center?
  - b. What types of people and issues would you anticipate struggling with the most as a counselor?
  - c. How would you address these challenges?

The submission deadline is Friday, May 23<sup>rd</sup>, 2025. Applications will be reviewed as they are received. Select applicants will be invited to interview with members of our senior staff team in early June. Final offers will occur the following week, contingent upon successful background check.

Please submit all application documents to: [CounselingCenter@missouristate.edu](mailto:CounselingCenter@missouristate.edu), Attn: Robert Adkison, Administrative Assistant II.

*If you have any questions regarding this position and/or the application process, please contact the Counseling Center at 417-836-5116 or [counselingcenter@missouristate.edu](mailto:counselingcenter@missouristate.edu).*