



# Graduate Assistant Position

## Masters of Social Work (MSW) Student

### Beginning Fall 2026



#### Description

Graduate Assistants at Missouri Mentoring Partnership serve as Youth Specialists. Managing a diverse caseload of older youth in two core program areas: Worksite Mentoring Program and Young Parent Mentoring Program.

#### Primary Duties

- Manage caseloads in Worksite and Young Parent programs while maintaining regular contact with clients and referral agencies. Assist clients in achieving their program and personal goals.
- Facilitate Job Readiness classes, assist with conducting monthly program groups, and attend community awareness events.
- Maintain accurate and timely records of all client activity while ensuring client confidentiality.
- Utilize social work knowledge and theories when working with teen parents and older youth transitioning from state custody and/or juvenile justice programs.
- Potential Social Work practicum placement.

#### Qualifications

- Meet all eligibility requirements as stated by the Graduate College for a Graduate Assistantship (<https://graduate.missouristate.edu/currentstudents/Assistantships.htm>)
- Strong oral and written communication skills, excellent interpersonal skills, organizational skills, and recordkeeping skills are required.
- Previous experience in case management, social service agencies, or working with at-risk youth preferred but not required.
- Must be available to work 20 hours per week between the hours of 9 am -5 pm, Monday - Friday with occasional evenings/weekends.
- Preference will be given to students pursuing a Master of Social Work degree from Missouri State University.

Missouri Mentoring Partnership is a federally funded initiative featuring two mentoring components: 1) The Worksite program: Connects youth with on-the-job mentors to build professional skills and secure stable employment. 2) The Young Parent program: Matches young parents with community mentors while providing parenting resources and essential childcare supplies.

### Application Deadline: April 20th

To apply, submit cover letter, resume, and two reference letters to:

Timmarie Hamilton, MSW  
Program Coordinator  
Missouri Mentoring Partnership  
[THamilton@Missouristate.edu](mailto:THamilton@Missouristate.edu)