



Graduate Assistant Position

Masters of Social Work (MSW) Student Beginning Summer and/or Fall 2025

Description

Graduate Assistants at Missouri Mentoring Partnership serve as Youth Specialists, managing cases of older youth in both the Worksite and Young Parent mentoring programs.

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, and 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.
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Missouri Mentoring Partnership is a federally funded initiative consisting of two mentoring components: 1)The Worksite program, which helps youth in developing job-related skills, enabling them to secure and maintain employment with the guidance of a mentor on the job site. 2)The Young Parent program supports young parents by connecting them with community mentors, offering parenting skill-building resources, and providing essential childcare items..

Application Deadline: April 11th

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

Timmarie Hamilton, MSW

Program Coordinator

Missouri Mentoring Partnership

THamilton@Missouristate.edu