

Graduate Professional Assistant Position Description Form

Upon completion, return to Sharon Thomas in Human Resources at stomasr@gmu.edu
and Amy Gillies in the Provost Office at agillie3@gmu.edu

Department:

Date:

Supervisor:

Contact Person:

Phone Number:

Org number to be charged:

Position Number Assigned (to be assigned by HR):

Provide a description of the duties and responsibilities:

Describe how the duties relate to the student's degree program:

Describe the expected learning outcomes:

Describe how the student's work will be evaluated: