



WESTERN MICHIGAN UNIVERSITY
University Recreation

Graduate Assistant Application

Name _____
Last First Middle Maiden (if applicable)

Address _____
Street and Number City State Zip Code

Phone _____ **E-mail** _____

Check the position for which you are applying (check all that apply)

- Facilities
 Intramural Sports
 Fitness and Wellness

For which semester are you applying? _____

Application Checklist

1. In order to be eligible for a graduate assistantship, the applicant must apply and be accepted into a graduate program at Western Michigan University. Grade point average is a criterion for selection for all positions and good academic standing must be maintained throughout the appointment.
2. Fill in all information requested on this application and submit to the contact listed below.
3. Attach a resume with a list of at least three (3) references.
4. Write and enclose a cover letter explaining how this position with University Recreation would benefit you personally and professionally.

Submit all of the above information to:
Jordan Olson
Associate Director for Facilities and Programs
University Recreation
Western Michigan University
1903 W. Michigan Ave.

Western Michigan University, an Equal Opportunity employer, complies with applicable Federal and state laws and University policies prohibiting discrimination and harassment. Western Michigan University prohibits discrimination or harassment which violates the law or which constitutes inappropriate or unprofessional limitation of employment opportunity, University facility access, or participation in University activities, on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, protected disability, veteran status, height, weight, or marital status.

Higher Education

Overall Grade Point Average Undergraduate _____ for _____ hours

Graduate _____ for _____ hours

What is your primary educational interest?

- _____ Sports Management
- _____ Higher Education Student Affairs
- _____ Coaching Sport Performance
- _____ Physical Education: Pedagogy
- _____ Physical Education: Special (Adapted) Physical Education
- _____ Athletic Training
- _____ Exercise Physiology
- _____ Other, please specify _____

Please list all higher educational institutions attended beginning with the most recent.

Institution _____ Location _____

Dates Attended _____ GPA _____

Major(s) _____ Degree _____

Minor(s) _____ Expected/Received _____

Institution _____ Location _____

Dates Attended _____ GPA _____

Major(s) _____ Degree _____

Minor(s) _____ Expected/Received _____

Institution _____ Location _____

Dates Attended _____ GPA _____

Major(s) _____ Degree _____

Minor(s) _____ Expected/Received _____

Work Experience

Please list work experience beginning with the most recent or current position.

Employer	Dates	Job title(s)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Related Experience

Please list any related experiences (i.e. volunteer work, professional organizations, certifications, extracurricular activities, etc.)

Honors Received

Please list any honors received (i.e. scholarships, athletic/scholastic achievements, etc.)

Teaching/Performance Competencies

Please rate your proficiency and ability to teach or perform in the skill areas listed below. Place a three (3) by those in which you are most proficient, a two (2) by those in which you have adequate skills and would be able to teach or perform if needed and a one (1) by those in which you know very little. Be honest in estimating your skill proficiency in these areas.

Intramural Sports

- _____ League/block scheduling
- _____ Tournament scheduling
- _____ Sports officiating/officials training
- _____ Sport rules writing/review
- _____ Sport rules knowledge

(please list your top three sports in order)

Fitness

- _____ Employee wellness
- _____ Personal training
- _____ Fitness assessments
- _____ Nutrition/behavior consultation
- _____ Group exercise/mind & body instruction

(please list your top three areas of instruction in order)

Facilities

- _____ Facility operations
- _____ Student development/training
- _____ Equipment maintenance/repair
- _____ Employee evaluation
- _____ Event logistics & set-up

General

- _____ Marketing and promotions
- _____ Special event coordination
- _____ Computer skills (especially Microsoft Office)
- _____ Business writing/presentation
- _____ CPR/AED/First Aid

I certify that the facts set forth in my application for employment are true, correct and complete. I understand and agree that any misrepresentation or false statements on this application may be considered grounds for immediate dismissal.

Signature of Applicant

Date