



In September 2022, Governor Kathy Hochul announced the launch of New York State's Institute for Immigration Integration Research & Policy (IIIRP) to help immigrants transition to community life, further education, and the workforce. To continue this effort, the IIIRP at the Rockefeller Institute of Government is interested in hiring a graduate student assistant (GA) to work up to 20 hours per week during the fall 2023 semester.

**Duties:** The student will be required to retrieve and analyze data related to immigrant integration.

**Functional Relationship:** The GA will work with the IIIRP research team and may collaborate with outside agencies and the public-at-large.

**Supervision:** The GA will report to the IIIRP's deputy director.

**Job Requirements:** The applicant must be proficient in the use of Geographic Information System (GIS) software and the use of Tableau. The student should also have research and strong writing skills. In addition, we are looking for the GA to be well organized, dependable, and demonstrate attention to detail. The GA must be able to work independently as well as part of a team. Knowledge of MS office suite is also required.

**Qualifications:** The full-time SUNY student must also be enrolled into a matriculated program and maintain a cumulative 3.0 GPA. Assistants cannot hold more than one full assistantship that requires more than 20 hours/week during the academic year. The selected student will need to provide an official transcript indicating the award of a bachelor's degree.

Interested applicants must send a cover letter, writing or work sample, and a resume to Guillermo Martinez, IIIRP deputy director and intergovernmental liaison, at [Guillermo.martinez@rock.suny.edu](mailto:Guillermo.martinez@rock.suny.edu) by July 28, 2023.