

**Graduate Assistant (G.A.) Position – Health Services Assistant
Spring 2021**

Department: Health Services

Supervisor: Dianna Jones

Office Phone #: 781-768-7291 **Email:** Dianna.jones@regiscollege.edu

Hours of Position: 15 hours/week (225/semester)

Tuition Reduction: \$5,000 per Semester (Spring 2021)

Responsibilities and/or duties in this role:

- Assist the Associate Dean/Medical Director of Regis Community Health Services with Administrative activities including, but not limited to:
 - Medical and health related research
 - Programmatic activities
 - Policy and procedure updates
 - Staff credentialing and licensure recertification
 - Other duties as assigned
- Actively participate in Health Services and Regis Community health awareness related events

Please email your completed application and resume directly to the position Supervisor, and
copy GraduateAssistant@regiscollege.edu