



JESUIT SCHOOL OF THEOLOGY IN BERKELEY A GRADUATE SCHOOL OF SANTA CLARA UNIVERSITY

Position: Graduate Research Assistant – Fr. George Murphy, S.J.

Department Description:

Research Assistants provide valuable support for professors researching specific topics, whether for archival, publication, or teaching purposes. Occasionally they may assist professors in preparing materials for instruction.

Hours:

To be determined

Pay Rate: \$18.44/hour

Essential Duties and Responsibilities

Under the supervision of George Murphy, SJ, will need assistance with a student who is able to type some confidential material and work with Moodle. They will type up some notes after each Friday class and do some research on current articles on Prayer. This may also involve some work with Google sheets.

Qualifications and Skills

- Enrolled in post-graduate studies at JST
- Research skills (ex. Looking up articles, book, reviews, books, etc. in the GTU library, some xeroxing or scanning); will sometimes involves internet research, etc.
- Occasional assistance on projects such as PowerPoints, Moodle, etc.
- Requires knowledge of Google sheets.
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To apply:

Send resume with cover letter expressing interest to Fr. George Murphy, S.J., at gmurphy@scu.edu.