



Open Position: Graduate Assistant I, Humanities

Academic Year 2025-2026 (Renewable through Fall 2027)

Job Summary:

The University of Miami's Office of Civic and Community Engagement is seeking a Humanities Graduate assistant for Fall 2025 to provide research our newest project on environmental humanities. The graduate research assistant will support our interdisciplinary team's community-focused project, *Miami as Ground Zero: Tracing the Magic City's Environmental History and Future*. This project, funded by the Mellon Foundation, will address concerns over climate change, environmental sustainability, and community equity by grounding these issues in Miami's history. The results of the project will be the creation of an online Miami environmental history timeline, a climate resilience exhibit, and a course cluster (Cognate) in environmental humanities. The graduate research assistant will contribute to interdisciplinary research and public engagement on environmental history and climate resilience. The graduate assistant will collaborate with faculty, library staff, students, and community residents to ensure the projects reflect diverse perspectives and historical narratives.

About the Office of Civic and Community Engagement:

The University of Miami Office of Civic and Community Engagement (CCE) promotes teaching and research strategies that translate academic knowledge into real-world problem-solving skills to address society's most pressing issues. Our mission is to enhance campus-community partnerships by leveraging the academic resources of the university to work collaboratively with community partners around community-identified needs. We connect students, faculty, and community organizations together to foster civic responsibility and positive social change in our local, national, and global communities. Our goal is to promote a model of engagement based on a culture of collaboration and an ethic of reciprocity, recognizing the importance of knowledge co-creation and diverse forms of expertise. For more information about the Office of Civic and Community Engagement, visit: www.civic.miami.edu.

Duties & Responsibilities:

- Conduct research to support the development of the Environmental History Timeline, identifying key historical events, archival materials, and scholarly resources.
- Serve as the community engagement liaison, facilitating collaboration between the project team, Richter Library, students, and community residents to develop the Climate Resilience Exhibition.

- Assist in curating exhibition materials, including historical documents, multimedia content, and community-contributed narratives.
- Organize and lead community meetings, workshops, and discussions to gather input and foster engagement.
- Assist with writing and editing project materials, including reports, website content, and exhibition descriptions.
- Collaborate with faculty and project partners to integrate research findings into digital and physical exhibitions.
- Maintain project timelines and adhere to deadlines.

Minimum Qualifications:

- Must be a Ph.D. student in the Humanities (e.g., History, Literature, Cultural Studies, Environmental Humanities, or related fields).
- Strong research skills, with experience in archival research, qualitative analysis, or public history projects.
- Experience or interest in community engagement and collaborative research.
- Effective oral and written communication skills, with the ability to interact with diverse stakeholders.
- Strong organizational skills and the ability to manage multiple responsibilities.
- Familiarity with digital humanities tools, exhibition design, or public scholarship is a plus.

Work Expectations & Compensation:

- Hours: 20 hours per week
- Duration: Academic year 2025-2026, with the possibility of renewal through Fall 2027
- Compensation: Stipend for the academic year plus a student health insurance subsidy

To Apply:

Qualified applicants should send an updated c.v., letter of interest, and names and contact information for 3 references to civicengagement@miami.edu. Applications not containing all of these elements will not be considered. Please indicate in your application how you heard about the position. Review of applications will begin immediately and continue until the position is filled. No phone calls, please.