

Graduate Student Employment

There are a number of employment opportunities available to iSchool students, both on and off campus.

Academic Employment

Within the School of Information itself, there are a limited number of graduate research assistant (GRA) and teaching assistant (TA) positions available. TAs are graduate students who help faculty with the delivery of courses. GRAs are students who are employed in part-time research positions, where the student's academic training is relevant. These positions are generally first offered to PhD students. You must **complete the iSchool TA application** to be considered for positions: https://www.ischool.utexas.edu/admissions/funding_resources

Outside of our department, UT Austin has a number of libraries, archives and other research centers on campus, which also offer GRA positions.

On rare occasions, iSchool students may also serve as a GRA or a TA to **another academic department**. While other departments usually offer these positions to their own students first, sometimes an iSchool student may be able to offer additional expertise that would otherwise be unavailable. For example, the College of Engineering often hires TAs from other colleges to assist in their **writing intensive courses**. To secure this type of TAship, look at the courses that have a “W” (<http://registrar.utexas.edu/schedules/112/writing>) and then use the Course Schedule to determine which professors will be teaching those courses. You can reach out the professor directly and it may also be helpful to contact the graduate coordinator of the department.

<http://www.engr.utexas.edu/graduate/admission/contacts>

Compensation for Academic Employment: <http://www.utexas.edu/hr/student/compensation.html>

Both TA and GA/GRA positions pay a minimum of ~\$11.27/hour (not including the tuition assistance). The minimum wage for **non-academic student employment** is \$7.26/hour. Positions classified as **academic employment** also qualify for two different kinds of tuition benefits:

Resident Tuition Entitlement/Out of State Tuition Exemption: The Non-resident portion of tuition is waived for out-of-state students. The student is responsible for payment of resident tuition. The employee must have a qualifying job title for at least 20 hours per week and must be appointed monthly. The student may also hold two GRA positions, where the combined employment equals 20 hours per week. The beginning employment date must be on or before the 12th class day (fourth class day for a summer term), and the end date must be no earlier than the last class day; these dates are published in the academic calendar. TAs and GRAs both qualify for this benefit.

Tuition Assistance/Remittance: Cost of tuition is waived. The tuition assistance amount is indexed to the number of hours the student is employed. The award is subject to tax withholding. Usually this benefit is only given to TAs, though some GRA positions within the iSchool may qualify. Most GRA positions at other locations on campus will not offer this benefit.

For more information about academic employment for graduate students, please see the Graduate School Web site: <http://www.utexas.edu/ogs/employment/>.

Where to Look for Jobs

School of Information Resources

iCareers Student Portal: you will be auto-registered in this exclusive job database around your orientation time.

“msis-career” list: you will be automatically enrolled in this list to receive weekly updates from Career Services.

“The Insider” list: you need to register to receive e-mails <https://utlists.utexas.edu/sympa/info/the-insider>

Resources at UT

Library Organizational Charts: These org charts will show you which librarians have GRA positions.

http://www.lib.utexas.edu/vprovost/lib_info/org_charts.html

HRC Internships/GRA (typically offer Public & Technical Services): <http://www.hrc.utexas.edu/about/internships/>

UT Libraries Employment: <http://www.lib.utexas.edu/admin/employment/>

Libraries, Centers and Museums on Campus: <http://www.lib.utexas.edu/help/librarylist.html>

Access UT: <https://accessut.utexas.edu/> (full and part-time job posting; you will need to use your UT EID to login)

Hirealonghorn: <http://www.hirealonghorn.org>

UT Austin Job Search: <http://www.utexas.edu/jobs> (part-time & full-time permanent jobs)

Hire Texas: <http://hiretexas.utexas.edu/> (UT campus career fair lists and links to other UT career services offices)

U-Temps: <http://www.utexas.edu/hr/prospective/utemps.html> (temporary jobs on campus)

Outside Resources *If you don't see what you are looking for; ask us for additional career-specific resources.

Indeed.com: A nation-wide general job searching site for all types of positions. Indeed's "Google-like" feature pulls postings from company direct sites, other career sites like Monster or random websites. The key to a productive search is to change the titles you use for the search, for example "Information Manager," "Historical Program Coordinator," "Librarian," "Information Architect," "Archivist," "Research Analyst," etc.

I Need a Library Job: started by young librarians for librarians searching in a touch market - <http://inalj.com>

LAC Group (formerly Library Associates Companies): Direct employer (employs 300 librarians/information professionals), outsourcing company, recruiting agency and employment services. **Newsletter** - <http://lac-group.com/lac-group/newsletter/>

Lib Gig: owned by LAC and somewhat repetitive; also has an associated newsletter. <http://libgig.com/>

Library Systems & Services, LLC (LSSI): Partners with communities throughout the US to provide library outsourcing for new and existing public libraries, as well as contract library services for Federal agencies. - <http://www.lssi.com/index.cfm>

Society of American Archivists (SAA): <http://careers.archivists.org/jobs>

Special Libraries Association (SLA): <http://careercenter.sla.org/jobs>

American Association of Law Libraries (AALL): <http://www.aallnet.org/careers/>

Art Library Society of North America: <http://www.arlisna.org/jobnet.html>

Global Museum: <http://www.globalmuseum.org/>

HigherEdJobs: This is a great nationwide site dedicated to positions within higher education including community colleges. You can register for email alerts. - www.higheredjobs.com

Federal Agency-Specific Sites: Agencies that often hire IS grads include the Smithsonian Institution, Library of Congress, National Archives and Records Administration, CIA, DOD, DOJ, VA, DHHS.

USA Student Jobs: Federal agencies can post internships here, but they are not required to do so.

<http://www.usajobs.gov/studentjobs/> **Federal Agency-Specific Sites:** Agencies that often hire IS grads include the Smithsonian Institution, Library of Congress, National Archives and Records Administration, CIA, DOD, DOJ, VA, DHHS.

Making the Difference: This site will help you understand the federal hiring process and conquer the complicated applications including writing KSA's. <http://www.makingthedifference.org/index.shtml>

Idealist: Top site for job searching in the non-profit sector. - <http://www.idealists.org/>

City of Austin

Housing

University Apartments (UT affiliated): The University Apartments are reserved for families, graduate students, and undergraduates with at least 30 hours credit and in good standing with the University. For more information, call the University Apartments at 512-232-5299 or contact via email at dhfs.apartments@austin.utexas.edu

Popular Areas for students living off campus include: West Campus, North Campus, Hyde Park, Tarrytown/Enfield, Clarksville, Downtown, Frenchman, Cherrywood, the Triangle, and other neighborhoods in central Austin.

Other Housing:

Websites	School of Information Flipsider ListServ (for non-academic postings)
www.austinapartmentstore.com/	https://utlists.utexas.edu/sympa/info/flipsider --look for roommates here
www.apartmentfinder.com/Texas/Austin	
www.apartmentguide.com/	
www.allaustin.com/	
http://austin.craigslist.org/	

Sites to Visit

Online visitors guide available online at: <http://www.nxtbook.com/nxtbooks/weaver/auovg209/>

As an iSchool student, you also have access to **the Austin Business Journal Book of Lists**, a great resource of city-specific information as well as 40 other city business journals:

http://www.lib.utexas.edu/subject/business/databases_alpha.html

Libraries, Archives, Centers and Museums Off-Campus

There are a number of cultural institutions that may be of interest to iSchool students for exploring or volunteering.

Alkek Library, Texas State University: <http://www.library.txstate.edu/>

Arthouse at the Jones Center: <http://www.arthousetexas.org/>

Audio Preservation Fund: <http://www.audiopreservationfund.org/>

Austin Children's Museum: <http://www.austinkids.org/>

Austin Community College Library: <http://library.austincc.edu/>

Austin History Center: <http://www.ci.austin.tx.us/library/ahc/>

Austin Museum of Art: <http://www.amoa.org/site/PageServer>

Austin Nature and Science Center: <http://www.ci.austin.tx.us/ansc/>

Austin Public Library: <http://www.ci.austin.tx.us/library/>

Bob Bullock Texas State History Museum: <http://www.thestoryoftexas.com/>

Catholic Archives of Texas: <http://catholicarchivesoftx.org/>

Central Texas Library System: <http://www.ctls.net/>

Central Texas Museum of Automotive History: <http://ctmah.org/>

Dougherty Arts Center: <http://www.ci.austin.tx.us/dougherty/>

Downs-Jones Library at Huston-Tillotson University: <http://aa.htu.edu/Library.aspx>

Elisabet Ney Museum: <http://www.elisabetneymuseum.org/>

French Legation Museum: <http://www.frenchlegationmuseum.org/>
George Washington Carver Museum and Cultural Center: <http://www.ci.austin.tx.us/carver/>
German-Texan Heritage Society: <http://germantexans.org/>
Goodwill Computer Museum: <http://www.austincomputerworks.org/museum/>
Harold H. and Patricia M. Booher Library, Seminary of the Southwest: <http://www.ssw.edu/library>
Jacob Fontaine Religious Museum: <http://jacobfontainereligiousmuseum.org/>
Joseph and Susanna Dickinson Hannig Museum: <http://www.ci.austin.tx.us/dickinson/>
Legislative Reference Library of Texas: <http://www.lrl.state.tx.us/>
Mexic-Arte Museum: <http://www.mexic-artemuseum.org/>
National Museum of the Pacific War: <http://www.nimitz-museum.org/>
Neill-Cochran House Museum: <http://www.nchmuseum.org/>
O. Henry Museum: www.ohenrymuseum.org
Pioneer Farms: <http://www.pioneerfarms.org/>
Republic of Texas Museum: <http://www.drt-inc.org/museum.htm>
Scarborough-Phillips Library, St. Edward's University: <http://libr.stedwards.edu/>
South Austin Popular Culture Center: <http://samopc.org/>
Texas Archive of the Moving Image: http://www.texasarchive.org/library/index.php/Main_Page
Texas Capitol Visitors Center: www.texascapitolvisitorscenter.com
Texas General Land Office: <http://www.glo.state.tx.us/>
Texas Governor's Mansion: <http://www.txfgm.org/>
Texas Military Forces Museum: <http://texasmilitaryforcesmuseum.org/>
Texas Museum of Fiber Arts: <http://www.texasfiberarts.org>
Texas Music Museum: <http://www.texasmusicmuseum.org/>
Texas State Law Library: <http://www.sll.state.tx.us/>
Texas State Library and Archives Commission: <http://www.tsl.state.tx.us/agency/index.html>
Texas State Preservation Board: <http://www.tspb.state.tx.us/>
Travis County Law Library: <http://www.traviscountylawlibrary.org/>
Umlauf Sculpture Garden and Museum: <http://www.umlaufsculpture.org/>
Westbank Community Library District: <http://www.westbank.lib.tx.us/>
Williamson Museum: <http://www.williamsonmuseum.org/>
Women and Their Work: <http://www.womenandtheirwork.org/>

Getting Around Austin

About.com Austin: http://austin.about.com/od/gettingaroundaustin/Transportation_in_Austin.htm
Austin Bergstrom International Airport: <http://www.ci.austin.tx.us/austinairport/>
Capital Metro Transit: <http://www.capmetro.org/>
City of Austin - Bike Resources: <http://www.ci.austin.tx.us/publicworks/bicycle-resources.htm>

More Austin Information

Austin Convention & Visitors Bureau: <http://www.austintexas.org/>
The Austin Chronicle: <http://www.austinchronicle.com/>
The Statesman: <http://www.statesman.com/>
The Statesman's Austin 360: <http://www.austin360.com/>
Austin City Connection: <http://www.ci.austin.tx.us/>
Austin City Search: <http://austin.citysearch.com/>
Austin City Guide: <http://www.austincityguide.com/index.html>
Austin Metro Entertainment: <http://www.austinmetro.com/>
Texas Outside Guide: <http://www.texasoutside.com/>
Tourist Attractions and Things to Do: <http://www.austinwebpage.com/tourists.htm>
MeetUp: <http://www.meetup.com/cities/us/tx/austin/>