

# GRADUATE ADVANTAGE PROGRAM

## Sports Information Assistant

SUNY Potsdam, an NCAA Division III institution in Potsdam, N.Y., seeks a motivated, career-minded individual for the position of Sports Information Graduate Assistant.

The successful candidate will play a major role in all facets of Potsdam's sports information needs pertaining to the office: assisting the sports information director and the assistant director in providing publicity for the athletic department and its 19 varsity sports programs, writing news releases, managing the athletics website (potsdambears.com), game management including stat collection, creating printed materials, expanding our video and social media presence. The graduate assistant will be required to work many of the hours associated with the sports information profession, including nights and weekends.

### Position Qualifications:

- Motivated
- Meticulous
- Strong work ethic
- Strong verbal and written communication skills
- Technologically able with experience or interest in social media
- Videography/photography editing
- Publication design and sports statistics encouraged
- It also helps to be passionate about sports

Interested candidates should submit an application through the Center for Graduate Studies by **June 30, 2017**.

All questions about the position should be directed to Daniel Bronson at [bronsodh@potsdam.edu](mailto:bronsodh@potsdam.edu) or (315)267-2315.

### Submit application to:

Center for Graduate Studies  
206 Raymond Hall  
(315) 267-2165  
[graduate@potsdam.edu](mailto:graduate@potsdam.edu)  
[www.potsdam.edu/graduate](http://www.potsdam.edu/graduate)

### Information:

Daniel Bronson  
Maxcy Hall G225  
315-267-2315  
[bronsodh@potsdam.edu](mailto:bronsodh@potsdam.edu)