

**Application Instructions**

To apply, please send a complete application packet to: Margaret Chambers, [mchamber@uillinois.edu](mailto:mchamber@uillinois.edu)

on or before April 1, 2024, 5 p.m. CT.

This is an on-site position. Selected graduate assistants will be matched with two CARLI Member library locations closest to their home. Locations for the fall and spring semesters will be included in final employment offers.

Host libraries will work with the graduate assistant in scheduling time at each library between the hours of 8 a.m. and 5 p.m. during the semester. Hybrid or remote arrangements (if available) will be made by the host library in collaboration with the graduate assistant.

Incomplete or late application packets will not be considered.

**A complete application packet is defined as follows, with all documents saved as a single PDF file:**

1. **Completed BDGAP Application Form (the fillable form that follows).**
2. **Personal Statement and Professional Goals Statement (1-3 pages)**

* A statement that addresses your eligibility as member of underrepresented group. The statement **must** include:
* Identification of your underrepresented group\*
* A description of how your underrepresented status influenced personal and academic development

**Consider these questions in your response:**

* + What does diversity mean to you?
  + What do you want to accomplish and how does this goal relate to your personal and professional goals?
  + What kind(s) of libraries are you most interested in? (i.e., community college, public university, or private college/university)?
  + What are your current and/or past professional experiences that would be helpful in achieving the intended goal(s)?

\*“Traditionally underrepresented minority group” means any of the minority groups designated in the “Diversifying Higher Education Faculty in Illinois Act” which are represented in Illinois post-baccalaureate enrollment at a percentage rate less than the percentage of the minority group’s representation in the total Illinois population (<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1157&ChapterID=18>).

1. **Please note any potential scheduling conflicts that may impact your ability to schedule time at your host libraries between the hours of 8 a.m. and 5 p.m. during the semester, or any other scheduling or location concerns you may have.**
2. **Resume/CV**
3. **Names, email addresses, and job titles for two professional references. References may be contacted as part of the decision process.**

**BDGAP Applicant Information**

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| First name: |  |
| Last name: |  |
| University Identification Number (UIN): |  |
| Address line 1: |  |
| Address line 2: |  |
| City, State, Zip code: |  |
| Email address: |  |
| Applicant cell phone: |  |