



## GRADUATE ASSISTANTSHIP (BEGINNING FALL 2024)

### Position

A Graduate Assistant (GA) for the project, *Bolstering Planning Research and Education Towards Inclusive Urbanization*—a part of the [LuceSEA Transitions: Environment, Society and Change](#) project being conducted jointly by University of Hawai'i at Mānoa (UHM) and East-West Center (EWC). This will be a 11-month, half-time, 0.50 FTE (includes tuition waiver) position to begin in Fall 2024.

### Other Conditions

Temporary position; pending position clearance.

### Duties and Responsibilities

The GA will work under the supervision of the project's Principal Investigator (PI), Dr. Ashok Das, Department of Urban and Regional Planning, UHM (the co-PI is Prof. Wiwandari Handayani of Diponegoro University, Semarang, Indonesia). The multi-year project focuses on strengthening urban planning and policy pedagogy, especially in Indonesia. It includes courses, training workshops, and producing research products based on the activities involved. The GA duties and responsibilities will include:

- Help produce a syllabus and supporting materials for an online introductory undergraduate course on urbanization, urban challenges, and responses, tentatively titled, *The transforming city in Southeast Asia*.
- Maintain communication and coordination, as needed, with the co-PI and their team, as well as other project participants.
- Search for and organize (e.g. in spreadsheet and other forms) published critical scholarship (in English and Bahasa Indonesia) on progressive planning issues, focused on Southeast Asia and elsewhere (especially by scholars from Indonesia and elsewhere in the Global South) that could be included in foundational urban planning courses on history, theory, and criticism at Indonesian/Southeast Asian universities.
- Transcribe recordings (Bahasa Indonesia and English), and help with qualitative analysis of data from interviews, focus group discussions, and surveys.
- Other related duties as assigned.

### Minimum Qualifications

- Current UHM master's or Ph.D. student in urban and regional planning, or a related field.
- Knowledge and experience of contemporary urbanization issues in Indonesia/Southeast Asia to dispense the required duties and responsibilities.
- Strong English writing and oral communication, plus research and organizational skills.
- Ability to conduct effective online information research and organize the data.
- Knowledge of Bahasa Indonesia—ability to comprehend written and spoken language.

### Desirable Qualifications

- Familiarity with qualitative data (survey, interview, and FGD) analysis.
- Ability to work efficiently independently and in teams, with minimal supervision.
- Coursework and/or learning/work experience relevant to the position's needs.
- Presentation and visual communication skills.

**Salary**

**\$26,946** for master's students (CSS annual minimum, Step 13, effective 08/01/2024) and **\$30,312** for Ph.D. students (CSS annual minimum, Step 16, effective 08/01/2024) or commensurate with work experience, qualifications, and the [Graduate Division compensation schedule](#).

**How to Apply**

In a single pdf file, include the following materials: i) cover letter describing how you meet the minimum and desirable qualifications; ii) current CV; iii) names and contact information for two references; and iv) a copy of your most recent transcripts (unofficial is fine). Send the application to [ashokdas@hawaii.edu](mailto:ashokdas@hawaii.edu), using [UH File Drop](#) with the expiration timer set to at least 7 days.

Recruitment will be open until the position is filled. Application review will begin on **August 2, 2023**. Direct any inquiry to Ashok Das at the above email address.