

University of Tennessee
Janet Gochberg Memorial Graduate Assistantship

Background

The Janet Gochberg Memorial Graduate Assistantship (The Gochberg Assistantship) was created to provide a lasting memory of Janet Gochberg (UT-MBA 1989), who passed away after a long battle with breast cancer. It is intended that this Assistantship be awarded, on a yearly basis, to a deserving UT-MBA student who is concentrating in the area of Logistics.

The Gochberg Assistantship is effective for a full academic year (2 semesters), beginning Spring Semester of the 1st year of study in the MBA Program. Its recipient will be involved with the University of Tennessee's Logistics programs and most specifically the Supply Chain Strategy & Management Forum (SCF). The SCF is a research-based think-tank that brings UT Marketing & Logistics faculty and students together with executives from some of the world's most progressive companies to address critical supply chain issues. The Gochberg Assistantship offers a unique opportunity to interact with corporate executives in the supply chain field during these bi-annual meetings. For more information on the Supply Chain Forum, please refer to <http://bus.utk.edu/supplychain>.

Selection Criteria

The Gochberg Assistantship is open to all applicants with the following qualifications, regardless of race, color, religion, sex, national origin, disability, age or veteran status:

1. Students who are enrolled in the MBA program full-time at the University of Tennessee, Knoxville, and who have a concentration in the area of Logistics. (Required)
2. The student(s) considered for this award shall have demonstrated successful academic performance.
3. Candidates must evidence a strong commitment to the logistics profession.
4. Candidates must have demonstrated maturity and evidence of significant drive/ambition.

Job Description

The Gochberg Assistant will work closely with the manager of the Supply Chain Forum and its executive team to organize and run the spring and fall meetings of the SCF. Responsibilities include promoting the Forums among the MBA students to drive participation, help with the creation and distribution of meeting materials, coordinate with VIP executives and speakers, and help to manage key Forum events such as the MBA evening reception and the Sponsors' Only breakfast.

Skills Required

1. Self-starter with excellent organizational skills
2. Ability to interact and work effectively with senior level corporate executives and UT faculty and staff
3. Detail oriented and deadline responsive
4. Excellent communicator
5. Pro-active

Compensation

Compensation for 12 hours of work per week (August-May) includes an annual stipend of approximately \$6,100 payable from August-July of the first year of full-time MBA study and a stipend of approximately \$3,050 from August-December of the 2nd year of MBA study. In addition, a university tuition waiver and student insurance for each semester are included. However, it does not include a waiver of the MBA, Students Services, Transportation, Technology Fees, etc. In addition, acceptance of this Graduate Assistantship precludes you from other employment activities unless pre-approved by the MBA Office, plus you cannot qualify for more than 1 tuition waiver in a single semester. The waiver is deducted directly from your statement by the Bursar's Office.

Application Process

An electronic copy of your **documents (cover letter and resume) must be submitted to:** MBAAvantage@utk.edu by **March 1st. Please note in the subject line: Janet Gochberg Memorial Graduate Assistantship.** (Please **do not** also submit a hard copy.)

Applicants for the Gochberg Assistantship should submit three items:

1. A short, written document explaining how his/her credentials match the award criteria indicated above.
2. Resume and
3. College academic transcript (will be secured from the MBA Office)

Priority Application Deadline: March 1st. In order to be considered for this award, applicants must have submitted a complete application for admission to the MBA program, along with the items listed above. Although the priority deadline is March 1st, late applications will be accepted until April 1st or until an award decision has been made.