Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4020: Cost Benefit Analysis** in the spring of 2014.

This course will be taught by Prof. Satyajit Bose and take place online on Thursday evenings from 6:10pm to 8:00pm.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in Cost Benefit Analysis class during the previous semesters.
- Solid performance in a professional Masters level course in micro-economics, such as in an MPA, MIA or MBA program.
- Interest in environmental economics and/or sustainable development.
- Familiarity with Excel.
- Excellent written and verbal communication skills.
- Willingness to engage in team-based reflective practice aimed towards improving student experience.
- Facility with web-based communication tools.

Preferred qualifications include:

- University teaching experience.
- Experience managing and/or working on virtual teams.
- Experience taking or teaching an online course.
- Undergraduate or higher-level coursework in calculus.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of online class sessions on Thursday evenings from 6:10pm to 8:00pm, which can include moderating the live chat, tracking student participation, and developing real-time interaction as appropriate. The position also requires participation in designated weekly storyboard meetings to define the visual and interactive experiences for students. Online Curriculum and Grading Assistants are also responsible for moderating asynchronous course activities on the course website, including daily checks on the Virtual Office and guided discussions to answer questions, facilitate dialogue, and provide feedback on student work.

For more information about the Master of Science in Sustainability Management, please visit [http://sustainability.ei.columbia.edu/](http://sustainability.ei.columbia.edu/).

To apply, please submit your resume and cover letter to Alyssa Dubov, Program Coordinator, at adubov@ei.columbia.edu.

**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4035: GHG Emissions: Measuring and Minimizing the Carbon Footprint** in the spring of 2014.

This course will be taught by Prof. Jon Dickinson. The course will be held on Wednesdays from 6:10pm to 8:00pm.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester. This course provides students with the knowledge and skills to account for and manage greenhouse gas (GHG) emissions, which contribute to global climate change. The course will address the importance of using estimation techniques to create GHG emissions inventories for organizations as well as for economic activities, such as transportation. The course will provide students an understanding of the protocols that govern the practice of carbon accounting, and the standards by which GHG emissions inventories are verified and disclosed to the public. Moreover, the course will help students understand how to use carbon accounting as the basis for developing and prioritizing emissions reduction strategies for the purpose of mitigating climate change risks.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of class sessions on days that class is held, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4100: Sustainability Management** in the spring of 2014.

This course will take place in the spring semester 2014 on Thursday evenings from 6:10pm to 8:00pm and will be taught by Prof. Howard Apsan.

This introductory course in the program discipline will begin by clearly defining what sustainability management is and determining if a sustainable economy is actually feasible. Students will learn to connect environmental protection to organizational management by exploring the technical, financial, managerial, and political challenges of effectively managing a sustainable environment and economy. This course is taught in a case-based format and will seek to help students learn the basics of management and environmental policy.

Applicants should have shown a solid performance in Sustainability Management during a previous semester or a strong knowledge of, and an interest in, the topics studied throughout the course of the semester.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of a class session Thursday evenings from 6:10pm to 8:00pm and weekly office hours. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, work with student project teams and grade memos and other assignments. The stipend for this position is $5,000 per semester.

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**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4135: Energy Analysis for Energy Efficiency** in the spring of 2014.

This course will be taught by Prof. Luke Falk and take place on Wednesday evenings from 6:10pm to 8:00pm.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in Energy Analysis for Energy Efficiency class during previous semesters.
- Interest in dealing with various types of energy performance indexes.
- Solid knowledge and skills using Microsoft Excel and an enthusiasm for quantitative analysis.
- Experience as a teaching assistant is preferable but not required.

**Please note**: Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities**:
The set time commitment consists of class sessions on Wednesday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4140: Sustainability Science** in the spring of 2014.

This course will take place in the spring semester 2014 on Tuesday evenings from 6:10pm to 8:00pm and will be taught by Prof. Jenna Lawrence.

Applicants should have strong knowledge of, and an interest in, the topics studied throughout the course of the semester. This survey course will help students become more familiar with the role of sustainability in a variety of scientific disciplines. Assistant should have graduate level experience with the following general topics: Ecology, Ecosystems & Biodiversity, Human Populations and Development, Water: Hydrologic Cycle and Human Use, Soil: Foundation for Land Ecosystems, Traditional & New Energy Sources, Environmental Hazards and Human Health, Global Climate Change, Atmospheric Pollution, Water Pollution and Its Prevention, and Sustainable Development.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of class sessions on Tuesday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for SUMA K4145: the Science of Sustainable Water in the spring of 2014.

This course will take place in the spring semester 2014 on Monday evenings from 6:10pm to 8:00pm and will be taught by Prof. Wade McGillis.

Applicants should have strong knowledge of, and an interest in, the topics studied throughout the course of the semester, including understanding of key hydrological processes. This course will help students become more familiar with various sustainable strategies for integrated water resources management. Assistant should have graduate level experience with the following general topics: Ecology, Water: Hydrologic Cycle and Human Use, Water Pollution and Its Prevention, and Sustainable Development.

Please note: Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

Time Commitment & Responsibilities:
The set time commitment consists of a class session Monday evenings from 6:10pm to 8:00pm and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4146: Water Systems Analysis** in the spring of 2014.

This course will be taught by Dr. Tess Russo and take place on Tuesday evenings from 6:10pm to 8:00pm.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Interest in environmental economics and/or sustainable development.
- Competent using formulas in Excel.
- Excellent written and verbal communication skills.
- Course experience in climate science and/or hydrology.

Preferred qualifications include:

- Familiarity with Cost Benefit Analysis.
- Familiarity with basic statistics and optimization methods.
- Undergraduate or higher-level coursework in calculus.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of class sessions on Tuesday evenings from 6:10pm to 8:00pm. Grading Assistants will be responsible for grading all or part of four homework assignments, one opinion article, and one class project. The stipend for this position is $5,000 per semester.

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**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Curriculum and Grading Assistantship for Spring 2014
APPLICATION DEADLINE: MONDAY, DECEMBER 2ND AT 5:00PM

Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4155: Energy: Markets and Innovation** in the spring of 2014.

This course will be taught by Prof. Travis Bradford and will take place on Monday afternoons from 4:10pm to 6:00pm.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester. The purpose of this course is to orient students to the dynamic opportunities that exist in the ongoing transformation of the global energy industry. Existing energy sources and the infrastructures that deliver them to users around the world are undergoing a period of rapid change. Limits to growth, rapidly fluctuating raw material prices, and the emergence of new technology options all contribute to heightened risk and opportunity in the energy sector.

Applicants should meet the following qualifications:

- Solid performance in a graduate level finance class during the previous semesters or related professional experience
- Interest in energy, energy markets, project finance
- Excellent written and verbal communication skills.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of class sessions on Monday afternoons from 4:10pm to 6:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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Curriculum and Grading Assistantship for Spring 2014
APPLICATION DEADLINE: MONDAY, DECEMBER 2ND AT 5:00PM

Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for SUMA K4165: Political Economy of Energy and Climate Change Policies in the spring of 2014.

This course will be taught by Prof. Laurence Tubiana and will take place on Tuesday and Thursday afternoons from 11:10am to 1:00pm for the following dates: 1/28, 1/30, 2/4, 2/6, 3/4, 3/6, 3/11, 3/13, 4/1, 4/3, 4/8, 4/10, 4/15, 4/17.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester. This course seeks to engage students to analyze one of the main challenges of our era: how to create systems of governance to address the multiple issues of climate change. By the end of this course, the student should understand the political economy of energy and climate policies. They will be able to analyze and judge an energy or climate change policy or project by both practicing the tools needed to manage these types of projects (metrics, energy modelling) and also examining cases from developing and developed economies. Students should be able to demonstrate a working knowledge of both the policies enacted to advance clean energy and combat climate change on a global scale and be able to assess their effectiveness. Students should be able to understand the national and international frameworks to addressing energy and climate change problems. From this understanding, they should be able to identify strategies, and debate the effectiveness. They will do so through case study work and in class debates.

Please note: Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

Time Commitment & Responsibilities:
The set time commitment consists of class sessions on Tuesday and Thursday afternoons from 11:10am to 1:00pm on the aforementioned dates, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4175: Global Environmental Markets** in the spring of 2014.

This course will take place in the spring semester 2014 on Wednesday evenings from 6:10pm to 8:00pm and will be taught by Prof. Eron Bloomgarden. Topics covered should include emerging environmental markets, climate change, deforestation, biodiversity, water, and examining the role of private and public sector stakeholders in addressing the largest global environmental challenges.

Applicants should have strong knowledge of, and an interest in, the topics studied throughout the course of the semester as well as the following qualifications:

- Solid performance in a related graduate program, such as in an MPA, MIA or MBA program.
- Interest and knowledge in environmental finance.
- Familiarity with finance and economics fundamentals preferred

Please note: Applicants must be enrolled in a graduate degree program in spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of class sessions on Wednesday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4180: Writing about Global Science for the International Media** in the spring of 2014.

This course will take place on Tuesday evenings from 6:10pm to 8:00pm and will be taught by Claudia Dreifus.

Applicants should have strong knowledge of, and an interest in, the topics studied throughout the course of the semester as well as the following qualifications:

- Solid performance in a related graduate program, such as in an MPA, MIA or Journalism program.
- Interest and knowledge in international media, science, and communications.
- Ability to work at least 20 hours a week and to meet regularly with students during office hours and occasionally as requested and with the instructor.
- Strong popular non-academic writing skills are essential and the ability to copy edit the writings students produce as a part of the course.
- Some knowledge of scientific topics and sustainability issues is helpful.

**Please note:** applicants must be currently enrolled in a graduate degree program at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of a class session Tuesday evenings from 6:10pm to 8:00pm and holding weekly office hours for students. CGA’s are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of writing assignments. The stipend for this position is $5,000 per semester.

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**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4193: Statistics of Sustainability Management** in the spring of 2014.

This course will take place on Thursday evenings from 8:10pm to 10:00pm and will be taught by Prof. Bruce Kahn.

Applicants should be enrolled in a graduate degree program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in a professional Masters level course in micro-economics, such as in an MPA, MIA or MBA program.
- Interest in environmental economics, science and/or sustainable development.
- Familiarity with Excel and SPSS, GRETl, R, Stata or equivalent computational and statistics programs
- Experience as a teaching assistant.

**Please note:** applicants must be currently enrolled in a graduate degree program at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of a class session Wednesday evenings from 8:10 to 10:00pm, followed by a 2 hour recitation session that the CGA will lead, and holding weekly office hours for students. CGA’s are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 for the term.

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Columbia University’s School of Continuing Education and the Earth Institute is seeking a Curriculum and Grading Assistant for **SUMA K4200: Integrative Capstone Workshop** in the spring of 2014.

This course is comprised of five sections taught by five different instructors. The class will meet on Tuesdays with one section meeting from 2:10pm to 4:00pm and the remaining four sections meeting from 6:10pm to 8:00pm. This is a client-based workshop that will integrate the curriculum into an applied project.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the Sustainability Management program; and meet the following qualifications:

- Experience with project management or consultancy
- Solid performance in a professional Masters level course work, such as in an MPA, MIA or MBA program.
- Familiarity with Capstone workshops
- Experience as a teaching assistant.

Please note: applicants must be currently enrolled in a graduate degree program at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**

The set time commitment consists of a class session is Tuesday evenings from 6:10pm to 8:00pm, followed by weekly office hours for students. Preference will be given to candidates who are able to attend the first 15 minutes of the earlier section of the course (2:10pm-4:00pm) for the first few class meetings of the semester to make sure everything is going smoothly. CGA’s are also responsible for meeting with the professors to review the following week’s material, address student inquiries, and assist in the grading of the midterm briefing and final report. The stipend for the position is $5,000 per semester.

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APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4230: Earth’s Climate System** in the spring of 2014.

This course will take place in the spring on Monday evenings from 6:10pm to 8:00pm and will be taught by Prof. Ben Cook. Topics covered should include emerging energy balance and the greenhouse effect, the circulation of the ocean and atmosphere, land surface interactions and feedbacks, paleoclimatology, and climate modeling.

Applicants should be enrolled in a graduate program at Columbia University; have a strong knowledge of, and interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in a related graduate program.

**Please note:** applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of a class session Monday evenings from 6:10pm to 8:00pm and holding weekly office hours for students. CGA’s are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**
Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4301: International Environmental Law for Sustainability Managers** in the spring of 2014.

This course will be taught by Prof. Richard Horsch and will take place on Wednesday afternoons from 4:10pm to 6:00pm.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester. This course will provide students with an understanding of international environmental policy design and the resulting body of law in order to strengthen their ability to understand, interpret, and react to future developments in the sustainability management arena. This is not a comprehensive survey of international environmental law. After grounding in the history and foundational concepts of international environmental law and governance, students will explore competing policy shapers and the relevant law in the areas of stratospheric ozone protection, climate change, chemicals and waste management, biodiversity and forest conservation. The course will finish with a discussion of corporate standards and extraterritorial application of US environmental law.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of class sessions on Wednesday afternoons from 4:10pm to 6:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week’s material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is $5,000 per semester.

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Columbia University’s School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4310: Practicum in Innovative Sustainability Leadership** in the spring of 2014.

This course will be co-taught by Professors Steve Cohen and George Sarrinikolaou. The course will meet on Wednesday evenings from 6:10pm to 8:00pm.

The Sustainability Management Practicum is an exploration of the most salient issues in the field of sustainability management through the knowledge and experience of leading sustainability practitioners. The Sustainability Management Practicum features a different lecture each week given by a leader in the field of sustainability from the public, non-profit, and private sectors. Each guest lecturer presents a new topic related to sustainability management and discusses his or her professional background and organization, sustainability program objectives, and concrete strategies for meeting those objectives. The lecture topics include urban sustainability, low-carbon transportation, energy, and sustainable agriculture.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in Sustainability Management class in a previous semester.
- An interest and ability to interact well with the high-level sustainability practitioners, who will give the guest lectures during each week of the course.
- Excellent written and verbal communication skills.

**Please note:** Applicants must be enrolled in a graduate degree program in Spring 2014 at Columbia University. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for this position.

**Time Commitment & Responsibilities:**
The set time commitment consists of the class sessions on Wednesday evenings from 6:10pm to 8:00pm, which may include escorting guest lecturers to and from the classroom. CGAs are also responsible for confirming the attendance of guest lecturers, assisting with other course logistics (e.g. car reservations, travel reimbursements, pre-loading presentations), address student inquiries, work with student project teams, and grade memos and other assignments. The stipend for this position is $5,000 per semester.

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