

Department: **Biology**

Working Title: **Insect Curatorial Assistant**

Classification: **Instructional Student Assistant**

Number of Openings: **4**

Pay Rate: **\$17.86/hour**

Appointment: **10 hrs per week**

Expected Dates of Employment: **18 August 2025- 29 May 2026**

Deadline to Apply: **9 August 2025**

Requisition #: **BIO_ISA_2526_2**

DUTIES OF THE POSITION

Inspect insect collection for damage by dermestid beetles; review insect specimens submitted as coursework for inclusion into permanent insect collection in the Jack Arnold Museum; identify and relabel insect specimens as needed; maintain live insect colony; refill specimen containers with appropriate preservative. Work with students taking entomology to properly collect and label and identify specimens during spring 2026 semester.

MINIMUM QUALIFICATIONS

The ability to learn and perform assigned work; work cooperatively with faculty, staff, and other students; and accept responsibility. Completion of specific coursework may be required in order to teach, grade, complete research, or tutor for a course. Admission or registration as a University student. Note: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.

HIRING CRITERIA

Experience working with insect specimens, successfully completing an undergraduate entomology course or gaining an equivalent level of experience through prior research and approval of supervisor.

HOW TO APPLY

Please send email to rank@sonoma.edu

HIRING NOTIFICATION

Emails will be sent to successful candidates

SUPERVISOR

rank@sonoma.edu

OTHER INFORMATION

- The classification, Instructional Student Assistant, is one of three classifications in a collective bargaining unit, Unit 11. Instructional Student Assistants, who must be currently enrolled University students, perform tutoring, grading, or teaching-related duties under the supervision of faculty or professional staff.
- Sonoma State University hires only individuals lawfully authorized to work in the United States. All offers of employment are contingent upon presentation of documents demonstrating the appointee's identity and eligibility to work, in accordance with the provisions of the Immigration Reform and Control Act.
- The university is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.
- This position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.
- Successful candidates may be required to do a background check (including a criminal records check) before work in the position can begin.

**SONOMA
STATE**
UNIVERSITY

ACADEMIC
PERSONNEL

SONOMA STATE UNIVERSITY

1801 East Cotati Avenue
Rohnert Park, CA 94928-3609