

Department: **Anthropological Studies Center**

Working Title: **Archaeological Graduate Student Assistant**

Classification: **Instructional Student Assistant**

Number of Openings: **10**

Pay Rate: **\$22.50/hour**

Appointment: **Up to 20 hours a week**

Expected Dates of Employment: **8/15/25 – 05/29/26**

Deadline to Apply: **8/15/25**

Requisition #: ANTHRO\_ISA\_2526

## **DUTIES OF THE POSITION**

Under immediate supervision the major duties of the position include, but are not limited to, the following: works as part of a team; sorts, cleans, labels, and identifies archaeological materials; reviews inventory and records archaeological sites; excavates and records archaeological sites; prepares simple reports in MS Word and Excel; prepares graphics and site record forms in Adobe Illustrator, Corel Draw, and other graphic programs.

## **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**

Current CRM student, a bachelor's in Anthropology or closely related discipline strongly preferred.

## **HOW TO APPLY**

Please email [rossetti@sonoma.edu](mailto:rossetti@sonoma.edu) to apply

## **HIRING NOTIFICATION**

Notified by ASC Business Director

## **SUPERVISOR**

Giovanna Bacigalupi

## 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.

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