Department: Biology
Working Title: Curatorial Assistant Biological Collections
Classification: Graduate Assistant
Number of Openings: 1
Pay Rate: $3018/mo full-time base rate; actual rate based on appointment
Appointment: 12 hours/week
Expected Dates of Employment: 3/1/2021 - 6/30/2021
Deadline to Apply: 2/28/2021

Requisition #: BIO_GA_2021_19

DUTIES OF THE POSITION
Under direction of Dr. Derek Girman, the graduate student will engage in academic research activities that include cataloguing of specimens, dissection and preparation of skeletal, mounted, or pressed specimens; organization and maintenance of ethanol specimens; and participation in regular pest inspections. Zoom meetings with Dr. Derek Girman will occur during the period of employment to ensure proper instruction, support and progress of the activities.

MINIMUM QUALIFICATIONS
Knowledge of the subject matter of the discipline in which assigned. Ability to relate well to others within the academic environment; ability to supervise, assist and train students; and ability to assist faculty in the conduct of special projects or research within the discipline. For initial appointment, evidence of satisfactory achievement in previous academic work; for the subsequent appointments, evidence of satisfactory progress toward completion of degree. Education equivalent to completion of the requirements for a bachelor’s degree and registration in a University graduate degree program; students enrolled in credential programs are not eligible for this position. NOTE: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.

HIRING CRITERIA
Graduate Student in Biology at Sonoma State University. Specific experience with Vertebrate Teaching Collection curation including species identification, pest infection determination, and inventory processes. Applicant must be approved for on-campus research access to Darwin Hall during the Spring 2021 semester.

HOW TO APPLY
Submit resume electronically to Dr. Derek Girman, Biology Department, derek.girman@sonoma.edu

HIRING NOTIFICATION
Dr. Girman will contact applicant

SUPERVISOR
Dr. Derek Girman

OTHER INFORMATION

- The classification, Graduate Assistant, is one of three classifications in a collective bargaining unit, Unit 11. The Graduate Assistant classification provides currently enrolled or admitted University graduate students the opportunity to assist faculty or teaching staff by performing various professional and technical duties associated generally with the subjects or program which the Graduate Assistant is doing graduate work.
- 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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