

Department: **Biology**

Working Title: **Biology Department Graduate Assistant**

Classification: **Graduate Assistant (Monthly)**

Number of Openings: **1**

Pay Rate: **\$3,051/month**

Appointment: **20%, 8 hours/week**

Expected Dates of Employment: **8/24/22-12/13/22**

Deadline to Apply: **8/18/22**

Requisition #: **BIO_GA_2223_14**

DUTIES OF THE POSITION

This is a laboratory-based position supporting the Biology department in prepping and setting up undergraduate biology labs such as Microbiology, Cell and Molecular Techniques, and Molecular Genetics, etc. The GA I will support the current Biology Staff technician by setting up labs aimed at understanding basic molecular cell biology for undergraduate instruction.

The GA I will support undergraduate laboratory courses by prepping routine molecular biology and biochemistry procedures such as solution preparation, pouring plates, preparation for PCR analysis, and generation of electro-competent cells, etc. The individual will also aid in general upkeep and maintenance of the teaching laboratories which may include taking inventory of laboratory reagents, identifying/repairing broken equipment, weekly make up of common stock solutions, and washing/autoclaving/sterilizing glassware. The GA will also provide support in Biosafety protocols, and make sure the Biology instructional labs are compliant with current EH&S standards.

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 assist with Departmental technician to assist in preparation of laboratories 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

Candidates need a BA/BS in biology, or chemistry, or related field and knowledge of, or experience with the basic techniques required by the position or equivalent combination of education and experience. Candidates must have the required Knowledge, Skills, and Abilities:

	Required	Preferred
Ability to follow protocols exactly, communicate with supervisor effectively regarding work details and work with attention to detail.	X	
Demonstrated ability to work in a team and independently and take initiative in solving problems; communication and organizational skills; attention to detail; ability to multitask effectively; excellent demonstrated record of attendance and punctuality; ability to adhere to all campus safety policies.	X	
Experience in a bench laboratory with experience in basic laboratory procedures such as weighing, pipetting, culturing cells, doing basic protein assays as acquired in school.	X	
Prior knowledge/experience conducting molecular biology experiments including: PCR, gel electrophoresis, Western Blotting, and standard molecular biology or microbiology methods.		X

HOW TO APPLY

Applications can be directly sent to Dr. Dan Crocker (crocker@sonoma.edu).

HIRING NOTIFICATION

All applicants will be notified via email of their application status as soon as hiring decisions are finalized.

SUPERVISOR

Dr. Dan Crocker/Stephanie Thibault

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 in 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.