

Department: **Criminology and Criminal Justice Studies**

Working Title: **CCJS RSCAP Research Assistant**

Classification: **Instructional Student Assistant**

Number of Openings: **2**

Pay Rate: **\$18/hour**

Appointment: **3-20 hours per week**

Expected Dates of Employment: **May 27, 2023 – May 26, 2024**

Deadline to Apply: **May 15, 2023. Open Until Filled**

Requisition #: **CCJS\_ISA\_2324\_2**

## **DUTIES OF THE POSITION**

Students will work with professor Henry on research about getting people out of prison. Students should be available for a once a week one hour zoom meeting, and conduct self-directed research in between.

## **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**

Student should be prepared to do the following:

- Period work is funded: SSU RSCAP Mini Grant is funded 5/29/23-5/24/24, students can work summer, fall and/or spring up to 172 hours.
- Familiarity with spreadsheets, data entry, data analysis, and academic writing

## **HOW TO APPLY**

Email Caitlin Henry [henry@sonoma.edu](mailto:henry@sonoma.edu).

## **HIRING NOTIFICATION**

Supervisor will email student.

## **SUPERVISOR**

Professor Caitlin Henry

## 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