Department: Communication and Media Studies

Working Title: KSUN General Manager

Classification: Instructional Student Assistant

Number of Openings: 1-2

Pay Rate: $16.20/hour

Appointment: 3-4 hours/week

Expected Dates of Employment: February 1st – May 17th, 2024

Deadline to Apply: January 19th, 2024

Requisition #: COMS_ISA_2324_9

DUTIES OF THE POSITION

The General Manager (GM) serves as the student lead in charge of KSUN, SSU’s 24-hour student radio station. The GM oversees department managers, envisions and develops station direction and branding in partnership with the professor and managers, and assists in technical aspects of broadcast execution. Executes professor in-class air-check evaluation; Uploads podcasts to station scheduler, podcast site, and social media. Other duties as assigned.

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

Previous experience in Radio/Audio Production

HOW TO APPLY

Email the COMS Dept. at shelly.stephens@sonoma.edu

HIRING NOTIFICATION

Applicants will be notified by email if they are hired
SUPERVISOR
Gina Baleria

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
1801 East Cotati Avenue
Rohnert Park, CA 94928-3609