Department: Center for Transfer and Transition Programs
Working Title: Peer Mentor/Facilitator - ISA level II
Classification: Instructional Student Assistant
Number of Openings: 6
Pay Rate: $15.50/hour
Appointment: up to 20 hours per week
Expected Dates of Employment: August 24, 2020 - May 23, 2021
Deadline to Apply: Any time during the academic year

Requisition #: CTTP_ISA_2021_2

DUTIES OF THE POSITION
Leadership staff work to build community, troubleshoot standard Peer Mentor challenges, and act as a liaison between Peers, faculty, and professional staff in the Center for Transfer & Transition Programs. In addition, they meet with each Peer for a one-on-one check-in at least twice each semester. They serve as Peer Mentor/Facilitator in UNIV 239/339.

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, or tutor 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
Completion of UNIV 238 (B grade or better) is required for this position. A similar course or leadership experience may be substituted for this requirement. Prior experience as Peer Mentor/Facilitator and a cumulative GPA of 3.0 is required for this position.

HOW TO APPLY
Email resume to chamaris@sonoma.edu

HIRING NOTIFICATION
The hiring coordinator will email candidates with hiring decisions

SUPERVISOR
Marissa Chávez, Program Coordinator and Alvin Nguyen, Director

OTHER INFORMATION

Faculty Affairs
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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