Department: Early Childhood Studies

Working Title: Student Research Assistant - Early Childhood

Classification: Instructional Student Assistant

Number of Openings: 3

Pay Rate: $15/hour

Appointment: Varies based on Student Schedule. Typically 10-15

Expected Dates of Employment: August 26, 2020 - May 15, 2021

Deadline to Apply: August 25, 2020

Requisition #: ECS_ISA_2021

DUTIES OF THE POSITION

Transcribe and analyze 60-90 minute video interactions between a group of 4-8 preschool-age children and their teacher working at a local child care program. Must have access to a computer with video program capabilities and be available for scheduled training and meetings on campus. This is for an on-going research project that will extend through the Spring of 2021. Video-recordings are the property of the researcher and will not be used for purposes other than dissemination of research results. Training provided. Major job duties:

1) Attend all required training sessions;
2) Use an assessment instrument to transcribe and analyze video-recordings of the interactions of children and teachers;
3) Complete transcription and/or analysis of video data in a timely manner;
4) Maintain confidentiality regarding children, teachers, and content of video recordings.

MINIMUM QUALIFICATIONS

The ability to learn and perform assigned work; work cooperatively with faculty, staff, and other student; 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

1) Demonstrated ability to work independently and meet deadlines;
2) Own computer with video program capability or access to required materials;
3) GPA of 3.0 or higher.
4) Early Childhood Studies major with sophomore status or above preferred.

HOW TO APPLY

Email your resume and cover letter to Dr. Nanette (Sheri) Schonleber at schonleb@sonoma.edu

HIRING NOTIFICATION

You will be notified by email if you are offered an interview and if you are offered the position.
SUPERVISOR
Dr. Nanette (Sheri) Schonleber, Early Childhood Studies Department

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.

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