

Department: English

Classification: **Teaching Associate (Academic Year)**

Number of Openings: up to 6

Pay Rate Per Course Taught: **\$2,905 (Full Time Monthly Base Rate)**

Appointment: .20 (8 hrs./week)

Expected Dates of Employment: August 19, 2022 to May 26, 2023

Deadline to Apply: 5:00 p.m. on April 11, 2022

**Requisition #: ENG\_TA\_2223**

### **DUTIES OF THE POSITION**

Teach one section of English 100A (Fall 2022) and 100B (Spring 2023) of First-Year Composition. Instructors must commit to teaching in the year-long course sequence. Must attend a day-long mandatory orientation meeting in August prior to first week of classes. Attend weekly meetings for training purposes during the Fall 2022 semester and monthly meetings in the Spring 2023 semester. Further duties will be explained at the orientation meeting (candidates admitted to the pool will be notified of the specific date).

Reappointment to English 100B in the Spring 2023 semester is contingent upon meeting program responsibilities and upon successful completion of teaching English 100A in the Fall 2020 semester.

### **MINIMUM QUALIFICATIONS**

Knowledge of the subject matter of the discipline to which the individual is assigned. Ability to relate well to others within the academic environment and ability to instruct and evaluate students. Evidence of satisfactory achievement in previous academic work. Education equivalent to or completion of the requirements for a bachelor's degree and concurrent admission to or enrollment in a graduate degree program of the University that is related to the discipline to which the individual is assigned. Specifically, this means that the student must be in a graduate degree program in the same department in which the Teaching Associate assignment will be made. NOTE: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.

### **HIRING CRITERIA**

To be placed in the Teaching Associate pool, in addition to the qualifications above, candidates must have a 3.50 GPA in graduate course work. Candidates should possess some classroom experience (e.g., teaching, tutoring, faculty assistant). Candidates should have completed a course in the teaching of writing. ENGL 587 is preferred; ENGL 491 may also be accepted.

## HOW TO APPLY

By March 16, 2022, submit **a letter of application** outlining your teaching philosophy and qualifications and **one letter of recommendation** to:

Dr. Megan McIntyre  
Department of English  
Sonoma State University  
1801 East Cotati Avenue  
Rohnert Park, CA 94928  
Phone: (707) 664-2962  
mcintyme@sonoma.edu

## HIRING NOTIFICATION

Applicants will be notified by email regarding hiring decisions.

## SUPERVISOR

Dr. Megan McIntyre, Writing Program Director

## OTHER INFORMATION

- The classification, Teaching Associate, is one of three classifications in a collective bargaining unit, Unit 11. The Teaching Associate classification provides currently enrolled or admitted University graduate students practical teaching experience in fields related to their advanced study.
- 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

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