

Department: **Geography, Environment and Planning**

Working Title: **CSC Research Assistant**

Classification: **Instructional Student Assistant**

Number of Openings: **2**

Pay Rate: **\$16.20/hour**

Appointment: **5 - 8 hrs/wk**

Expected Dates of Employment: **2/20/23-5/26/23**

Deadline to Apply: **The priority application review deadline is February 17, 2023. The position will remain open until filled.**

Requisition #: **GEP_ISA_2223_5**

DUTIES OF THE POSITION

Assistance on research projects in urban and regional planning conducted by the Center for Sustainable Communities. Work may include extracting information from data sources, content analysis of documents, and coding and analysis of information. Preparation with planning of the annual Sonoma State Planning Conference. Most work can be done independently and remotely, but research assistants will meet regularly with supervisor and other assistants. Meetings may be in-person or remote.

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

Basic knowledge of urban issues (e.g. land use, housing, transportation, water). Comfort navigating data sources and working in data and spatial analysis applications.

HOW TO APPLY

Send an email expressing your interest and relevant experience and attach a resume to fangk@sonoma.edu.

HIRING NOTIFICATION

Candidates will be notified via email.

SUPERVISOR

Kevin Fang

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

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