

Department: **Modern Languages & Literatures**

Classification: **Teaching Associate**

Number of Openings: **3**

Pay Rate Per Course Taught: **\$ 4357.00 per semester. Actual salary dependent upon number of units assigned, educational preparation, experience, and availability of funds**

Appointment: **27% of full-time base rate of \$2723.00 per month**

Expected Dates of Employment: **August 17, 2021 - December 17, 2021**

Deadline to Apply: **5:00pm on August 4, 2021**

Requisition #: MLL_TA_2122

DUTIES OF THE POSITION

The Teaching Associate will be assigned a lower-division Spanish course section by the department chair. The Teaching Associate shall provide all aspects of classroom instruction, including preparing course materials, planning and delivering lessons, preparing and administering exams, holding at least two scheduled office hours per week, determining and entering course grades, attending scheduled meetings, workshops, and training orientations, as well as other relevant duties assigned by the coordinator or department chair. The Teaching Associate will be observed periodically by the supervisor, coordinator, or department chair. The Teaching Associate must be familiar with applicable SSU policies <http://www.sonoma.edu/uaffairs/policies/>). Although this appointment is intended for the full academic year, reappointment for the spring semester is contingent upon satisfactory performance during the fall term.

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 3.0 GPA in graduate course work. Candidates should possess some classroom experience (e.g., teaching, tutoring, faculty assistant).

HOW TO APPLY

By 5:00pm on August 4, 2021, submit your application which consists of your CV/Resumé with your statement of teaching interests and qualifications to: Dr. Parissa Tadrissi, Graduate Advisor

parissa.tadrissi@sonoma.edu. Please CC Acting Department Chair Dr. Michaela Grobbel at grobbel@sonoma.edu.

HIRING NOTIFICATION

Applicants will be notified by email regarding hiring decisions

SUPERVISOR

Dr. Michaela Grobbel, Acting Chair, Modern Languages & Literatures

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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