Department: Sociology
Working Title: Instructional Student Assistant
Classification: Instructional Student Assistant
Number of Openings: 1 Opening
Pay Rate: $15.00/hour
Appointment: Not to exceed 3 hours per week for 16 weeks
Expected Dates of Employment: January 25, 2021 - May 21, 2021
Deadline to Apply: Open Until Filled

Requisition #: SOC_ISA_2021_2

DUTIES OF THE POSITION
The student will be expected to assist in the grading of submitted reaction (4) papers (one page each), essay mid-term exams (4-5 pages each), book reviews (4-5 pages), and essay finals (5-6 pages) on CANVAS. The work load will be distributed based on the number of student assistant. In past classes, I have taken one third of the assignments, and my student assistant took the other amount. On occasion the student assistant may help in leading a breakout classroom discussion on CANVAS although this will be infrequent. I will also pass out strict grading rubrics to be used by student assistant. Last, student assistant will have to be familiar with my power points and lecture material. They can acquire this either by reviewing recorded lectures or attending the class on ZOOM.

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
A Sociology major student who has demonstrated expertise in the subject matter. Excellent communication skills. Available for short periods of intensive work.

HOW TO APPLY
Contact Professor Talmadge Wright wrightjo@sonoma.edu to submit a resume and a letter of interest (required).

HIRING NOTIFICATION
By email from Professor Talmadge Wright.
SUPERVISOR

Professor Talmadge Wright

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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