

Department: **Sociology**

Working Title: **ISA for Professor Kyla Doughty-Walters**

Classification: **Instructional Student Assistant**

Number of Openings: **1**

Pay Rate: **\$15.00/hour**

Appointment: **Not to exceed 3 hours per week**

Expected Dates of Employment: **June 21, 2021 - Dec 17, 2021**

Deadline to Apply: **Open Until Filled**

Requisition #: **SOC\_ISA\_2122**

## **DUTIES OF THE POSITION**

Collecting, coding, and annotating literature; updating database, literature log, and master files; writing and editing IRB-related materials; and other research tasks as assigned.

## **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**

Candidates should be familiar with sociological research methods and have completed formal methods training (e.g., SOCI 300). Preference will be given to candidates who have experience using MAXQDA, organizational skills, the desire to work independently on highly detailed projects, and/or knowledge of aesthetic labor studies.

## **HOW TO APPLY**

Contact Professor Kyla Walters at [kyla.walters@sonoma.edu](mailto:kyla.walters@sonoma.edu) to submit a resume and a letter of interest (required).

## **HIRING NOTIFICATION**

By email from Professor Kyla Walters (Doughty)

## **SUPERVISOR**

Professor Kyla Walters (Doughty)

## **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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