

Department: **School of Science & Tech Dean's Office**

Working Title: **Tinker Academy Assistant**

Classification: **Instructional Student Assistant**

Number of Openings: **3**

Pay Rate: **\$16.50/hour**

Appointment: **30 hours/week**

Expected Dates of Employment: **7/17-8/4/2023**

Deadline to Apply: **7/10/2023**

Requisition #: **S&T_ISA_2223_2**

DUTIES OF THE POSITION

- Meet with the faculty lead before the program to discuss academy logistics, schedule, activities, and expectations.
- Become familiar with the Makerspace equipment and roles.
- Prepare supplies for activities as instructed by the faculty lead.
- Assist and lead activities with participants.
- Lead "Equipment Workshops" with groups of participants.
- Supervise participants use of maker equipment.

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

Comfortable leading activities, learning to operate new equipment, and working with middle-school aged children.

HOW TO APPLY

Email Cory Oates at oatesc@sonoma.edu

HIRING NOTIFICATION

Successful applicants will be emailed by Karen Targett, Tinker Academy Lead & Supervisor.

SUPERVISOR

Karen Targett

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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