

Department: **Women's and Gender Studies**

Working Title: **Feminist Lecture Series ISA**

Classification: **Instructional Student Assistant**

Number of Openings: **1 Opening**

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

Appointment: **Not to exceed 20 hours per week**

Expected Dates of Employment: **August 18, 2021 - December 17, 2021**

Deadline to Apply: **Open Until Filled**

Requisition #: **WGS\_ISA\_2122**

## **DUTIES OF THE POSITION**

The student will assist with running the logistics and tech support for the Feminist Lecturer Series. This includes corresponding with speakers, setting up zoom/powerpoint links, attending the lecturer series, and doing tech support before/during/and after the presentation. Keep track of student attendance.

## **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**

The ideal candidate will have a WGS background and an interest in producing feminist educational events over Zoom.

## **HOW TO APPLY**

Contact Professor Amber Muller [mullersa@sonoma.edu](mailto:mullersa@sonoma.edu) to submit a resume and a letter of interest.

## **HIRING NOTIFICATION**

By email from the WGS Dept. ASC

## **SUPERVISOR**

Professor Amber Muller

## **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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