Department: Women's and Gender Studies
Working Title: Queer Studies Lecture Series ISA
Classification: Instructional Student Assistant
Number of Openings: 1
Pay Rate: $16/hour
Appointment: Not to exceed 20 hours per week
Expected Dates of Employment: January 23, 2023 - May 26, 2023
Deadline to Apply: December 13, 2022

Requisition #: WGS_ISA_2223

DUTIES OF THE POSITION
The student will assist with running the logistics and tech support for the Queer Studies Lecture Series. This includes corresponding with speakers, setting up zoom/powerpoint links, attending lecture series and doing tech support before, during and after the presentation. Track of student attendance.

MINIMUM QUALIFICATIONS
The ability to learn and perform assigned work; work cooperatively with faculty, staff, and other student; 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 be a Queer Studies minor who has previously taken WGS 202 or 302.

HOW TO APPLY
Contact School of Social Sciences Coordinator Kelly Clark (clarkke@sonoma.edu) to submit a letter of interest.

HIRING NOTIFICATION
By email from the department.

SUPERVISOR
Don Romesburg

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.

Faculty Affairs
- 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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