

SUPPLEMENTAL INSTRUCTION (SI) POSITIONS
for the following Fall 2008 classes:
Biol 105 (2), Bot 105 (2), Chem 107, Chem 109 (2), Physics 106, Zool 110

POSITION: Part-time position under the supervision of the Supplemental Instruction Coordinator.

SALARY: A minimum of \$10.00 per hour, depending on experience. Approximately 4 - 5 hours per week.

MINIMUM QUALIFICATIONS FOR THIS CLASSIFICATION: Knowledge and Abilities: Instructional Student Assistants must possess 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. Special Qualifications: Admission or registration as an HSU student is required. On-Campus Work-Study Instructional Student Assistants must meet the eligibility requirements of the Federal Work-Study Program, as determined by the campus' financial aid office. Note: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of Humboldt State University.

MINIMUM QUALIFICATIONS FOR THIS POSITION: Currently enrolled HSU student (at least 6 units for undergrad, 4.5 for grad students), sophomore or higher and be in good standing. Must have received an A or B and have recommendation of faculty for targeted class. Need strong communication skills and ability to work effectively with students of diverse backgrounds and learning needs. Must possess initiative, dependability, and an interest in assisting students.

PREFERRED QUALIFICATIONS: Preference also given to applicants with tutoring and teaching experience. Work-study eligible students strongly encouraged to apply.

TYPICAL DUTIES FOR THIS CLASSIFICATION: Under supervision, Instructional Student Assistants perform teaching, grading, or tutoring duties for the majority of work hours in a given appointment in a given academic department or equivalent administrative unit over the course of an academic term. Assignments are made by academic department or equivalent administrative unit by a specific supervisor. Instructional Student Assistants work part-time (up to 20 hours per week) during academic periods and may work full-time during academic break periods. Concurrent assignments in other Student Assistant classifications are permissible as long as the maximum hours are not exceeded.

DUTIES AND RESPONSIBILITIES FOR THIS POSITION:

- Participate in mandatory 4-hour training session on Saturday, August 23, 2008
- Give short classroom presentations promoting SI
- Prepare for two 50 minute supplemental study sessions per week for the semester
- Create and conduct small group review activities, games, and practice quizzes
- Share the strategies you used to be successful in the course, and answer questions
- Help students develop their own learning and study strategies
- Maintain attendance, and submit CR or NC for each student at end of semester
- Check emails regularly for messages from SI coordinator; keep contact with professor
- Meet with SI Coordinator bi-weekly for ongoing training, and once at end of term
- Have a minimum of one observation by the SI coordinator per semester
- Fill out an end of the semester evaluation concerning the SI experience

APPLICATION DEADLINE: June 16, 2008 or until position is filled.

ANTICIPATED START DATE: Saturday, August 23, 2008

APPLICATION MATERIALS: Submit current resume, names of two references (at least one faculty member), an unofficial transcript, and a schedule of available work hours for Fall 2008.

CONTACT: Donna Clark, Learning Center SI Coordinator; Learning Center - House 71/Little Apartments, (707) 826-5217, dbc2@humboldt.edu.

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