



Job Vacancy Announcement Instructional Student Assistant

Pay Rate: <u> \$10.50 </u>	Check One: <input type="checkbox"/> Single Position <input checked="" type="checkbox"/> Multiple Positions
Hours of Appointment: <u> 15-20/semester </u>	
Application Deadline: <u> open until filled </u>	
Hiring Department or Unit: <u> Economics </u>	
Typical Duties for this Classification:	
<p>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.</p>	
Job Duties:	
<p>ECON 210 – 90% Running weekly group tutoring sessions. 10% Grading homework sets using a correction key provided by the instructors and assisting instructor in grading exams.</p> <p>ECON 311 – 90% Grading homework sets using a correction key provided by the instructors and assisting instructor in grading exams. 10% Running occasional group tutoring sessions.</p>	
Minimum Qualifications for this Classification:	
<p>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: <i>Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of Humboldt State University.</i></p>	
Department Hiring Criteria:	
<p>The grader for ECON 210 must have completed ECON 210 or the equivalent with at least a B, and be currently enrolled in ECON 311 or have already taken ECON 310 or ECON 311 with at least a B.</p> <p>The grader for ECON 311 must have completed ECON 310 or ECON 311 with at least a B.</p>	
How to Apply and Contact Information:	
<p>Please contact Professor Erick Eschker via email at eschker@humboldt.edu, if you are interested in either of these positions. In the email please provide the following information: a statement of interest; the semester, year and the grade for the criteria as listed above; and any other pertinent information about your qualifications for the job.</p>	
Procedures for Notification:	
<p>All candidates will be notified via email of Professor Eschker's decisions.</p>	
<p><i>Humboldt State University is an Equal Opportunity/Title IX/ADA employer with a strong commitment to diversity and encourages applications from women, members of all ethnic groups, veterans and people with disabilities. Humboldt State University employs only individuals authorized to work in the United States.</i></p>	