

Job #: 129

Date Posted/Updated: 04/29/2020

Hiring Department/Unit:	Kinesiology & Recreation Administration	Application Deadline:	Open until filled
Term of Appointment:	See below	Positions Available	<input type="checkbox"/> Multiple <input checked="" type="checkbox"/> Single
Hours of Appointment:	up to 20 hrs/wk (.5 timebase)	Is this position designated as sensitive under the CSU Background Check guidelines?	
Pay Rate:	up to approx. \$1,456 per month	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes

Overview:

Under immediate supervision, Graduate Assistants (GA) provide non-teaching assistance to faculty members and gain practical experience in fields related to their advance study. GA work may involve supervising students in a classroom, workshop, or laboratory (where final responsibility for the class and its entire instruction, including the performance of the GA, is vested in a member of the faculty); training students in the use of equipment or other resources; assisting faculty with research and preparation of course materials; participating in the evaluation of students' work; tutoring students; and other related work. Students applying for GA positions must be currently enrolled in a graduate program at HSU. Academic Student Employees may not concurrently hold a faculty or staff position. Students with assignments in more than one student classification (i.e., Teaching Associate, Instructional Student Assistant, and Student Assistant) are restricted to working a maximum of 20 hours per week during the academic year. The 20 hour per week maximum includes hours worked in all positions. See Classification Standards for more information: <http://www.humboldt.edu/aps/ase.html>.

Job Duties:

Job Duties include:

- Assisting dining services with menu analysis and data recipe evaluation/date entry
- Assisting in the development and dissemination of nutrition education materials for the Humboldt State University community
- Collecting and analyze data for research related to active work.
- Training undergraduate students and facilitate group nutrition education sessions (potentially provide individual nutrition consultation sessions)

Appointment is for a single term (Fall or Spring). Subsequent appoint may be renewed dependent upon satisfactory performance.

Minimum Qualifications for this Classification:

Knowledge and Abilities: Knowledge of the subject matter of the discipline in which assigned. Ability to relate well to others within the academic environment; ability to supervise, assist, and train students; and ability to assist faculty in the conduct of special projects/research within the discipline.

Experience: For the initial appointment, evidence of satisfactory achievement in previous academic work. For subsequent appointment, evidence of satisfactory progress toward completion of the degree.

Education: Equivalent to completion of the requirements for a bachelor's degree and registration in a CSU graduate degree program. Students enrolled in credential programs are not eligible for this position.

Note: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of Humboldt State University.

Department Hiring Criteria:

Students must:

- Be admitted to the Master of Science program in Kinesiology for consideration and demonstrate satisfactory progress in the MS program
- Have specific knowledge and skills in nutrient analysis and data collection procedures and analysis
- Have effective communication skills
- Have ability to follow policies of all involved departments
- Be Registered Dietitian (RD or RDN) upon appointment and maintain credential throughout entire appointment period

How to Apply and Contact Information:

Please submit the following application materials:

Letter of Application Resume/CV [Application for Academic Employment](#) [Supplemental Application for Employment](#)

Other:

Please submit application materials listed above to:

Taylor Bloedon PhD, RD, CSSD
Humboldt State University, Department of Kinesiology and Recreation Administration
1 Harpst Street, Arcata, CA 95521
tkb95@humboldt.edu
(707) 826-5967

Procedures for Notification:

Successful applicants will be notified in writing. This position will be offered at the beginning of the academic year for a start in Fall semester; however, due to late announcement a Spring start may be appropriate.

A background check must be completed satisfactorily before any candidate can be offered a position that is designated as sensitive under CSU guidelines. The background check will include, at a minimum, a criminal records check. Certain positions may also require a credit check, motor vehicle report, and/or fingerprinting through Live Scan service. Adverse findings from a background check may affect the application status of applicants or continued employment of current CSU student workers who apply for the position. All CSU employees are obligated to respond to and report incidents of sexual harassment and sexual violence. The successful candidate for this position will be mandated to receive relevant training on an annual basis. The person holding 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.

Humboldt State University is a Title IX/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, protected veteran status, or any other legally protected status. If accommodations need to be made during the recruitment and interview process, please contact Human Resources at (707) 826-3626 or hsuhr@humboldt.edu.