Overview:

Under supervision, Instructional Student Assistants (ISAs) in this classification perform teaching, grading and/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. The work may be performed on-campus or at an off-campus public agency or private non-profit organization under an agreement with a campus in the CSU system. Students applying for ISA positions must be admitted or registered as a CSU student. 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, Graduate Assistant, and Student Assistant) are restricted to working a maximum of 20 hours per week during the academic year and up to full-time during academic break periods. 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:

For PHY 109, 210, & 211- The Instructional Student Assistants will move through the classroom helping individuals and groups of students to understand concepts, improve their problem solving skills and master the mathematical techniques required for success in these lower division physics courses. In particular these students will be able to focus their attention on the students that need the most support.

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 or Off-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.
**Department Hiring Criteria:**

Students who have successfully completed the introductory calculus based physics sequence (PHYX 109, 210 & 211) with a course grade of a B or better, and who have an interest in education will assist the faculty members in teaching their activity sections of those courses. A major in Physics or related field is preferred.

**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:

Monty Mola- mmm67@humboldt.edu
707.826.5328

**Procedures for Notification:**

Selected candidates will be contacted by the Department. Candidates will be asked to complete and submit the appropriate paperwork to Human Resources before work can begin.

*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.*