Recruitment #: 567  
Position: Graduate Assistant  
Effective Date: July 8, 2008 – January 29, 2009 (Summer/Fall Semester)  
January 30, 2009 – June 30, 2009 (Spring Semester)

Minimum Qualifications:
- B.A. by the time of appointment in a College of Liberal Arts department, or in a related discipline appropriate to courses requiring Graduate Assistants.
- Candidates must be currently enrolled full time (minimum of six units per semester) as Graduate Assistants at CSULB.
- Ability to communicate effectively with an ethnically and culturally diverse campus community.

Graduate Assistants may not be employed for more than six semesters.

Desired/Preferred Qualifications:
- Ability to critique and improve student writing.
- Familiarity with the methods and content of courses requiring assistance.
- Ability to elicit good writing and critical thinking about the literary and cultural aspects of courses requiring assistance.
- Past experience with advising undergraduate students.
- Familiarity with first-year and/or learning community programs at CSULB.

Duties:
- Graduate Assistants will help department faculty members in administrating and coordinating instruction in a variety of courses including: CLA 195, as well as other courses dependent upon the department’s requirements and candidate’s specialties and interests.
- Assist department undergraduate students with academic advising, degree progress, and graduation requirements.
- Provide support for the design and implementation of intellectual events for students in the learning community.

Salary Range:
- Full-time appointment (20 hours per week) approximately $5,490.00 per semester, paid in five monthly installments of $1,098.00.
- Half-time appointment (10 hours per week) approximately $2,745.00 per semester, paid in five monthly installments of $549.00.

Required Documentation:
- Letter of application addressing qualifications.
- Curriculum Vita (including current email address)
- Original transcript from institution awarding highest degree
- Three recent letters of recommendation
- SC-1 Form

Application Deadline:
- Position open until filled (or recruitment cancelled). Review of applications to begin: July 1, 2008.
- Applications, required documentation, and requests for information should be addressed to:

  Tania MacPherson: Learning Alliance  
  California State University Long Beach; 1250 Bellflower Boulevard, Long Beach, CA 90840  
  E-mail submissions/inquires to: alliance@csulb.edu

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