Supplemental Instruction (SI) Facilitator (10 Positions Available) UAS1440
Student Assistant-Level D
Electrical Engineering/CSU STEM Collaborative: First-Year Experience at ECST (FYRE@ECST)

Salary Range: $10.00-$11.50/Hourly

Work Schedule: Temporary Part-time, Hours to be determined. 10 hours a week. Non-Exempt Classification. Employment is contingent upon availability of funds; this is a grant funded position. Appointment expires on/before December 31, 2016 and is subject to renewal based upon funding. This position is not eligible for benefits.

Job Description: Under the supervision of the SI Faculty Supervisor, the SI Facilitator is a peer facilitator for a workshop of a course which he/she has previously taken, in which he/she has performed well, and for which he/she desires to help others succeed. The SI Facilitator shares study skills and guides students through course material. An SI Facilitator is not an instructor, but will work closely with a faculty supervisor to ensure that SI sessions are relevant, on-point, and tailored to student needs. Supplemental instruction utilizes an interactive format to engage students in their own learning, and the SI facilitator is at the heart of this format. The incumbent must also attend designated class lectures as assigned. Additionally, the incumbent will also be required to attend weekly trainings and/or meetings with the faculty supervisor.

Essential Functions:

- 40%: Develop content and study skills materials to use in SI sessions, interact, and collaborate with the faculty supervisor on a weekly basis.
- 30%: Facilitate SI session(s) each week; facilitate effective academic assistance to participating students.
- 30%: Attend the designated class lectures regularly

Requirements: Incumbent must have a minimum cumulative GPA of 3.0 or higher. Incumbent must have earned at least a 3.0 in the course you are applying to support as an SI Facilitator. The SI Facilitator must: be committed to continue training and development; be dedicated to growth and professionalism; be responsible and reliable; communicates with SI Faculty Supervisor in a timely manner; flexible schedule in order to accommodate students’ schedules when setting SI Session times; be able to operate with a high level of independence and personal integrity; and be committed to helping other develop skills to be successful students. Enrollment proof must be provided. Incumbent must also demonstrate an interest or ability in working in a multicultural/multiethnic environment. Fingerprinting will be taken and checked by the California Department of Justice and FBI.

Desired Qualifications: Faculty Recommendation by faculty who have taught the course preferred

Review of applications/resumes will begin April 10, 2015 and will continue until the position is filled; however, the position may close when an adequate number of qualified applications are received. A completed UAS Employment Application is required. You may apply to: uashr@cslanet.calstatela.edu or mail to: Cal State L.A. University Auxiliary Services, Inc., 5151 State University Drive, GE 310, Los Angeles, CA 90032 - 8534.

Cal State LA University Auxiliary Services, Inc. is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.

http://www.calstatela.edu/univ/uas/hrmformtemp.php