



# INSTRUCTIONAL STUDENT ASSISTANT OPENINGS IN MATHEMATICS AND STATISTICS

**Recruitment #: 24-25-ISA-MATH/STATS**

## Position

Instructional Student Assistant (Openings in [Mathematics and Statistics](#))

## Effective Date

August 19, 2024 (Fall Semester); January 21, 2025 (Spring Semester)

## Salary Range

ISA pay starts at \$16.50/hour for undergraduate students and \$20.00 for graduate students. Students may be appointed for up to 20 hours/week.

## Minimum Qualifications

- Enrollment in an undergraduate or graduate degree program at CSULB during the semester of employment.
- Evidence of continuing success in primary academic program at CSULB.
- Evidence of strong organizational skills and responsibility for all positions. Evidence of strong academic skills in mathematics and/or statistics for positions involving tutoring and/or assisting faculty teaching lecture classes. Evidence of strong interpersonal skills for teaching positions.
- Ability to communicate effectively with an ethnically and culturally diverse campus community.

## Duties

Assist in the department's computer or tutoring centers under the direction of the faculty director, or assist faculty in teaching lecture classes for up to 20 hours per week. Required mode of assistance may include in-person, hybrid, online, and/or any combination thereof. Maintain good academic standing in the department.

Students may be employed for a maximum of 20 hours per week at all campus jobs combined. Students anticipating employment in other positions on campus must inform the Math/Stat Department at the time of application.

*CSULB seeks to recruit faculty who enthusiastically support the University's strong commitment to the academic success of all of our students, including students of color, students with disabilities, first generation to college, veterans, students with diverse socio-economic backgrounds, and diverse sexual orientations and gender expressions. CSULB seeks to recruit and retain a diverse workforce as a reflection of our commitment to serve the People of California, to maintain the excellence of the University, and to offer our students a rich variety of expertise, perspectives, and ways of knowing and learning.*

## Required Documentation

Letter of application (including current email address) addressing the minimum and desired/preferred qualifications, curriculum vitae, at least one current letter of recommendation, and a copy of transcript from institution awarding highest degree. Applicants offered employment will be required to submit a signed SC-1 Form and an official transcript.

## Application Deadline

Position open until filled (or recruitment canceled). Review of applications is ongoing for fall semester and will begin on October 31 for spring semester. Applicant pool expires annually on June 30.

**Applications, required documentation, and/or requests for information should be addressed to:**

ISA Employment Applications Coordinator  
California State University, Long Beach  
Department of Mathematics and Statistics  
1250 Bellflower Blvd, Long Beach, CA 90840  
PHONE: (562) 985-4721  
EMAIL: [Roxana.Chavez@csulb.edu](mailto:Roxana.Chavez@csulb.edu)

## Employment Requirements

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

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 Revised July 21, 2017 as a condition of employment.

*CSULB is committed to creating a community in which a diverse population can learn, live, and work in an atmosphere of tolerance, civility and respect for the rights and sensibilities of each individual, without regard to race, color, national origin, ancestry, religious creed, sex, gender identity, sexual orientation, marital status, disability, medical condition, age, Vietnam era veteran status, or any other veteran's status. CSULB is an Equal Opportunity Employer.*