

**California State University, Long Beach**  
**College of Liberal Arts**  
**Department of Economics**  
**INSTRUCTIONAL STUDENT ASSISTANT POSITION OPENING**

**RECRUITMENT #:** 2025/26-ISA-Economics  
**POSITION:** Instructional Student Assistant in Economics  
**EFFECTIVE DATE:** Fall Semester: August 18, 2025 to December 24, 2025 (Contingent on Budget)  
Spring Semester: January 20, 2026 to May 22, 2026 (Contingent on Budget)  
**SALARY RANGE:** \$17.86 to \$23.84 per hour, up to 20 hours per week

**REQUIRED QUALIFICATIONS:**

- Currently admitted or enrolled in a CSULB degree program and remain academically eligible during the semester of employment.
- Must be able to work between the hours of 8:00 a.m. and 5:00 p.m.
- Demonstrated commitment to working successfully with an ethnically and culturally diverse campus community.
- Possess the ability to learn, prepare, and perform assigned tasks.
- Work cooperatively and professionally with faculty, staff, and other students.

**PREFERRED QUALIFICATIONS:**

- Strong undergraduate GPA (preferably with a grade of "A" in ECON 310, 311, and 380).
- Classroom experience (e.g., supplemental instruction, tutorial work, or previous grading experience).
- Ability to hold office hours for students in the course(s) assigned in coordination with the primary instructor.

**DUTIES:**

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| • Attend classes in preparation for instructional supervision | • Evaluate student assignments   |
| • Preparation of supplemental materials                       | • Maintain/submit student records  |
| • Lead optional review/question and answer sessions           | • Hold office hours  |
| • Proctor exams   | • Maintain good academic standing and attend the Economics ISA orientation |
| • Assist instructor with teaching platform during class       |  |

*CSULB seeks to recruit employees who enthusiastically support the University's strong commitment to the academic success of all of our students, including students of color, students with disabilities, students who are first generation to college, veterans, students with diverse socio-economic backgrounds, and students of 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.*

Information on the excellent benefits package available to CSULB faculty is located here:

<https://www.calstate.edu/csu-system/careers/benefits/Documents/employee-benefits-summary.pdf>

**REQUIRED DOCUMENTATION:**

- A letter of application addressing the student's interest and qualifications for the position, including contact information, as well as a statement affirming eligibility requirements are met.
- Resume with current email address and contact phone number.
- Indicate preferences for course, instructors, and times, if applicable.
- Printed proof of enrollment listing courses and units.

*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.*

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

Dr. Yutian (Kate) Chen, Chair  
Department of Economics, California State University, Long Beach  
Long Beach, California 90840-2007  
Phone # 562/985-5061  
Email: [econ@csulb.edu](mailto:econ@csulb.edu)

**POSITION OPEN UNTIL FILLED (OR RECRUITMENT CANCELLED)**

**Application Deadline:** July 1, 2025 for Fall 25 consideration and December 1, 2025 for Spring 26 consideration

*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 identification, sexual orientation, marital status, disability, medical condition, age, political affiliation, Vietnam era veteran status, or any other veteran's status. CSULB is an Equal Opportunity Employer*