

CALIFORNIA STATE UNIVERSITY, LONG BEACH
Department of Africana Studies / Instructional Student Assistant 2024-2025

POSITION: Instructional Student Assistant – Department of Africana Studies

RECRUITMENT #: 24/25-ISA-AFRS

EFFECTIVE DATE: August 19, 2024 / Fall Semester (Contingent on Budget)
January 21, 2025 / Spring Semester (Contingent on Budget)

SALARY RANGE: \$17.01 to \$22.70 per hour. Up to 20 hours per week

MINIMUM QUALIFICATIONS: (1) Currently admitted or enrolled in a CSULB degree program and remain academically eligible during the semester of employment. (2) Demonstrate skills in office environment, computer proficiency with MS Word, Excel, ability to handle multiple detailed tasks simultaneously, and excellent oral, written and interpersonal skills.

perform administrative duties in support of the department including creating, copying and filing documents; search as research assistant, editorial assistant and technical assistant; complete campus errands.

The Department of Africana Studies at California State University, Long Beach welcomes and encourages diversity. We seek applicants and nominations from those who have experience teaching, mentoring, and developing research in ways that effectively address individuals from historically marginalized communities.

Direct inquiries to the attention of Chimbuko Tembo, Administrative Assistant
Email: chimbuko.tembo@csulb.edu

CSULB is an equal opportunity institution where all members of a diverse population can learn, live, and work in an environment that respects the rights and sensibilities of each individual, without regard to race, gender identification, sexual orientation, marital status, disability, or a veteran status, or any other veteran's status. CSULB is an