

CALIFORNIA STATE UNIVERSITY, LONG BEACH
DEPARTMENT OF JOURNALISM & PUBLIC RELATIONS
Instructional Student Assistant 2023-2024

POSITION: Instructional Student Assistant (ISA) – Journalism & Public Relations

EFFECTIVE DATE: August 17, 2023 / Fall Semester

SALARY RANGE: \$16.20 per hour

MINIMUM QUALIFICATIONS:

- Enrolled in a CSULB degree program
- Cumulative GPA of 3.0 or higher
- Ability to communicate effectively with a diverse campus community.

DESIRED/PREFERRED QUALIFICATIONS:

- Earned an “A” in at least one of the following courses, JOUR 104, JOUR 110 or JOUR 160
- Journalism or Public Relations Major

DUTIES:

- Attend all in-person class meetings, when applicable
- Monitor discussion forum activity or social media posts, when applicable
- Keep up with the reading for the course
- Assist faculty in evaluating student work
- Hold office hours (time/day determined in conjunction with the course instructor)
- Hold review sessions for students (according to faculty instructions)