**California State University, Long Beach**

**College of Liberal Arts**

**Comparative World Literature & Classics**

**Graduate Assistant Position**

**RECRUITMENT #: 18/19 - GA- CWL**

**Position: Graduate Assistant Openings in Comparative World Literature & Classics**

**Effective Date: Fall Semester: September 1, 2018 – January 31, 2019**

**Spring Semester: February 1, 2019– June 30, 2019**

**Salary Range:**

**Full-time appointment (20 hours per week) paid in five monthly installments of $1,216.00 to $1,393.00 each.**

**Half-time appointment (10 hours per week) paid in five monthly installments of $608.00 to $696.50 each.**

**MINIMUM QUALIFICATIONS:**

(1) Active enrollment in a CSULB Graduate Program during the semester employed. (2) B.A. degree in CWL/CLSC or related field. (3) Cumulative GPA of 3.0 or higher in all courses at CSULB. (4) Ability to communicate effectively with an ethnically and diverse campus community. (5) Candidates must possess the ability to learn and perform assigned work; work cooperatively with faculty, staff, and other students.

**DESIRED/PREFERRED QUALIFICATIONS:**

Prior experience working in a departmental office environment.

**DUTIES:**

Attend course lectures, read and evaluate student papers, proctor examinations, perform individual and /or group tutoring, maintain student records, evaluate student’s assignments, tasks as assigned by faculty.

*The Department of Comparative World Literature and Classics at California State University, Long Beach 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.*

**REQUIRED DOCUMENTATION:** (1) A letter of application addressing the student’s qualifications for the position.

(2) Original SC-1 form is required of finalists. (3) Printed proof of enrollment.

**APPLICATION DEADLINE:** Review of applications to begin August 9, 2018.

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

Dr. Kathryn Chew

Department of Comparative World Literature (MHB – 606)

California State University, Long Beach

Long Beach, California 90840-2409

562/985-5810

Kathryn.Chew@csulb.edu

*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.*