

**Student Academic Services Center  
STEM Program – Instructional Assistant  
Student Assistant Level II  
Fall 2023**

**Program:** SASC STEM Instructional Program

**Position:** SASC STEM Instructional Assistant (IA)

**Responsibilities:**

The role of the IA is to facilitate a group of students to complete class activities/projects without providing the answers, as well as managing time in the class to keep students on the task. IAs should be able to implement various group facilitation strategies with the ultimate goal of enhancing student learning and personal growth outcomes. There are various job duties based on instructor's teaching pedagogy and requirements. Job duties might include, building inclusive learning environment, grading, prep well for the classes, weekly team meetings, holding office hours in the Study Hub, etc.

**Required Qualifications:**

Eligible Undergraduate Student applicants should be currently active in at least one SASC program; Guardian Scholars Program, McNair Scholars Program, McNeill Academic Program, TRiO Student Support Services, White Antelope Memorial Scholarship Program or First Nations Scholarship Program. Students referred by SASC students or faculty are also eligible to apply.

The applicant should have also taken one course level above the position they are interested in. Additionally, the applicant should have performed well in the course for which they are applying.

Relevant courses are (check SASC website for times):

CHEM1113: General Chemistry 1  
CHEM 1133: General Chemistry 2  
EBIO 1210: General Biology 1  
EBIO 1220: General Biology 2  
IPHY 3410: Human Anatomy

**Preferred Qualifications:**

Has experience working with undergraduate students (Learning Assistant, tutoring, after school programs)

**Hours:**

The work hour will be varying from 2-9 hours per week, based on the assigned position.

**Hiring Hourly Wage Range:**

Regular instructional assistant position is \$17.54 per hour.

**Benefits:**

All Undergraduate and Graduate Student Positions are hired as Student Hourly employees and are not eligible for tuition remission. Work Study is used, if awarded and available, but not required for hire.

Benefits are limited, but include possible Student Retirement, and Sick Leave that accrues at a rate of 0.034 sick hours per every 1 hour worked. Additional information can be found here:

<https://www.cu.edu/employee-services/benefits-wellness/student-employee>

**To Apply:** IAs should apply using the following form indicating your availability and interest. To complete the application, answers to the following questions are required:

- Why do you want to work for SASC?
- In as much detail as possible, describe what diversity means to you.
- IAs have a unique relationship to students and the curriculum, being located someplace between peer and professor. What do you anticipate could be the particular challenges and/or opportunities this role encounters?
- How will this job help you in your career plans?

SASC IA application: [https://cuboulder.qualtrics.com/jfe/form/SV\\_eerXIKMuVctf8Ca](https://cuboulder.qualtrics.com/jfe/form/SV_eerXIKMuVctf8Ca)

Qualified applicants will be contacted for an interview follow-up.