

**Student Academic Services Center
STEM Program – Student Assistant Level
Fall 2021**

Program: SASC STEM Program

Position: SASC STEM Instructional Assistant (IA)

Job 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 in Fall 2021 are:

CHEM1113: General Chemistry 1 (10:20-11:10 AM M-F)
CHEM 1133: General Chemistry 2 (9:10-10:00 AM M-F)
EBIO 1210: General Biology 1 (1:50-2:40 PM M-F)
ARSC 2470: Physics 1110 Coseminar (12:40-1:30 M, W, F)

Preferred Qualifications:

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

Hours:

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

Hiring Hourly Wage Range:

Regular instructional assistant position is \$13 per hour.

Benefits:

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

Benefits are limited, but include possible Student Retirement funds 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?

New STEM IA application: <https://forms.gle/ApvJBP7T5RL9kH6W8>

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