

**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
**ACADEMIC STUDENT EMPLOYEE UNIT 11 (TA, GA, ISA)**  
**POSITION AVAILABLE: GA**  
**SPRING SEMESTER, 2022**

**CLASSIFICATION/JOB TITLE**

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**Graduate Assistant** (1 position available)

**DEPARTMENT**

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**Communication Studies**

**GENERAL DESCRIPTION OF DUTIES**

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**Graduate Assistants and Instructional Student Assistants:** A communication studies professor is looking for a graduate student from the communication department to help with their research on Palestinian digital media during spring semester of 2022. The work schedule will be set in coordination with the student on a 4-hours per week basis. The graduate assistant will translate and transcribe some of the interviews recently collected for a new study. Bi-lingual skills and knowledge of post-colonial/de-colonial approaches are required for interview transcription work.

**Classification Standards for Unit 11 Employees:**

<http://academicpersonnel.csusb.edu/academicStudentEmployees/index.html>

**MINIMUM QUALIFICATIONS**

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- Currently enrolled as a **graduate** student at CSUSB
- Must maintain academic eligibility throughout employment period (3.0 GPA or higher)
- Must be able to work cooperatively with faculty, staff and other students

*Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.*

**TIMEBASE OR HOURS OF APPOINTMENT**

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4 hours per week

**HIRING CRITERIA**

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The successful applicant must be currently enrolled in CSUSB and remain academically eligible. In addition, the successful applicant must demonstrate the ability to be cooperative and responsible.

**APPLICATION PROCEDURES AND DEADLINE**

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Please submit your resume directly to Dr. Muhtaseb at [amuhtase@csusb.edu](mailto:amuhtase@csusb.edu) by Monday, February 21, 2022.

**PROCEDURES FOR NOTIFICATION**

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Applicants awarded a position will be notified.

**FOR ADDITIONAL INFORMATION, PLEASE CONTACT**

**Ahlam Muhtaseb, [amuhtase@csusb.edu](mailto:amuhtase@csusb.edu)**

*A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.*

*California State University, San Bernardino is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.*