

Department: **Biology**

Working Title: **Insect Museum Curator**

Classification: **Graduate Assistant**

Number of Openings: **1**

Pay Rate: **\$2930/mo (full-time base rate)**

Appointment: **5 hrs per week**

Expected Dates of Employment: **Aug 27, 2019 - Dec 15, 2019**

Deadline to Apply: **Aug 20, 2019**

Requisition #: **BIO\_GA\_1920\_7**

## **DUTIES OF THE POSITION**

Under the direction of Dr. Nathan Rank, the graduate student will oversee a team of Sonoma State University undergraduate students in curation of insect and other invertebrate specimens for the University Insect Museum. Specimens originate from collections made by students to satisfy coursework requirements in prior semesters. The graduate student will make sure that specimens are in good condition, identified correctly, and properly organized in museum cabinets and drawers. The graduate student will also teach students proper methods of insect specimen curation. The student also maintains records of museum use by students and visitors.

## **MINIMUM QUALIFICATIONS**

Knowledge of the subject matter of the discipline in which assigned. Ability to relate well to others within the academic environment; ability to supervise, assist and train students; and ability to assist faculty in the conduct of special projects or research within the discipline. For initial appointment, evidence of satisfactory achievement in previous academic work; for the subsequent appointments, evidence of satisfactory progress toward completion of degree. Education equivalent to completion of the requirements for a bachelor's degree and registration in a University graduate degree program; students enrolled in credential programs are not eligible for this position. NOTE: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.

## **HIRING CRITERIA**

Admission to the Biology Graduate Program, demonstrated expertise in insect identification.

## **HOW TO APPLY**

Email your resume and cover letter to [rank@sonoma.edu](mailto:rank@sonoma.edu)

## **HIRING NOTIFICATION**

Email notification

**SUPERVISOR**

Nathan Rank

**OTHER INFORMATION**

- The classification, Graduate Assistant, is one of three classifications in a collective bargaining unit, Unit 11. The Graduate Assistant classification provides currently enrolled or admitted University graduate students the opportunity to assist faculty or teaching staff by performing various professional and technical duties associated generally with the subjects or program which the Graduate Assistant is doing graduate work.
- Sonoma State University hires only individuals lawfully authorized to work in the United States. All offers of employment are contingent upon presentation of documents demonstrating the appointee's identity and eligibility to work, in accordance with the provisions of the Immigration Reform and Control Act.
- The university 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.
- This position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.
- Successful candidates may be required to do a background check (including a criminal records check) before work in the position can begin.



**SONOMA STATE UNIVERSITY**

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