**Department:** Health Sciences

**Effective Date of Appointment:** AY 2015-2016
(Subject to Budgetary Approval)

**Position / Rank:** Teaching Associate (2354)

**Salary:** Fractional amount of Base Salary ($2,046/Mo)
Paid in six monthly installments

**Qualifications:**
* CSUN Master in Public Health Classified Graduate student in good standing
* Provide evidence of having taken HSCI 390/L or HSCI 592 or equivalent with an A.
* Possess excellent oral and written communication skills
* Have an ability and willingness to work with students from diverse backgrounds and levels of academic preparation.
* One letter of recommendation from a HSCI 390 or HSCI 592 faculty member
* Provide evidence of teaching or tutoring preferred.

CSUN is a Learning Centered University. The successful candidate will be expected to join faculty and staff in a commitment to active learning, to the assessment of learning outcomes, and to multiple pathways that enable students to graduate.

At time of appointment, the successful candidate, if not a U.S. citizen, must have authorization from the United States Citizenship and Immigration Services to work in the United States.

**Responsibilities:**
* Prepare course materials and assignments in accordance with the course guidelines
* Provide classroom and/or laboratory instruction, administer examinations and assignments.
* Assess student performance on labs and exams, keep accurate records and determine final course grades.
* Tutor students during scheduled weekly office hour(s)
* Work closely with Program Director, Graduate Advisor, Department Chair, and other Teaching Associates
* Work closely with HSCI 390 faculty for which you are TA'ing for
* Adhere to all University and Department regulations, policies, and procedures.

**Application Deadline:**
* Review process will start June 1, 2015
* Open until Filled
* Application is located on the Department of Health Sciences website:
  [http://www.csun.edu/hhd/hsci/hscifacpos.html](http://www.csun.edu/hhd/hsci/hscifacpos.html)

Application Materials:
* Application
* Current CV
* Unofficial or Official transcripts highlighting completion of HSCI 390/L or HSCI 592 or equivalent with an A
* One letter of recommendation from an HSCI 390 or HSCI 592 faculty member

Inquiries and nominations should be addressed to:
**Application and required materials must be addressed and submitted to:**
California State University, Northridge
Department of Health Sciences
Teaching Associate Application
Attn: Mary Lou Bobrosky
18111 Nordhoff St.
Northridge, CA 91330-8285

Inquiries should be addressed to: Dr. Sloane Burke Winkelman Program Director at sloane.burke@csun.edu
Please note: Students applying for Teaching Associate positions must be currently enrolled in the graduate program of the Department in which they are applying. Degree-seeking graduate students who are enrolled in interdisciplinary degree programs may be hired as Teaching Associates for departments that comprise their interdisciplinary programs. Academic Student Employees may not concurrently hold a faculty or staff position. Students with assignments in more than one student classification (i.e. Teaching Associate and Graduate Assistant) are restricted to working a maximum of 20 hours per week during the Academic Year. The 20 hour per week maximum includes hours worked in all positions.

The University:
Serving more than 38,000 students each year, CSUN is one of the largest universities in the United States. CSUN ranks 10th in the country in awarding bachelor’s degrees to underrepresented minority students, fifth nationally in awarding master’s degrees to Hispanic students and enrolls the largest number of deaf and hard-of-hearing students of any U.S. state university. CSUN’s 171 academic programs and engaged centers enjoy international recognition for excellence. CSUN currently partners with more than 100 institutions of higher education in 22 countries around the globe and attracts the largest international student population of any U.S. master’s level institution. Situated on a 356-acre park-like setting in the heart of Los Angeles’ San Fernando Valley, the campus features modern educational buildings and world-class LEED Gold-certified performing arts and recreational facilities recognized as among the best in the country. CSUN is a welcoming university that champions accessibility, academic excellence and student success.

CSUN is strongly committed to achieving excellence through teaching, scholarship, active learning and diversity. Our values include a respect for all people, building alliances with the community and the encouragement of innovation, experimentation and creativity. CSUN is designated as a Hispanic Serving Institution (HSI) and an Asian American, Native American, Pacific Islander Serving Institution (AANAPISI) and we value the diversity of all of our students and the campus community. CSUN actively encourages qualified candidates to apply who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for under-represented students.

As an Equal Opportunity/Affirmative Action employer, CSUN strives to create a community in which a diverse population can work, teach and learn in an atmosphere of civility and respect for the rights of each individual. We consider qualified applicants for employment without regard to race, color, religion, national origin, gender, gender identity/expression, sexual orientation, age, disability, genetic information, medical information, marital status, or veteran status. For more information about the University, check our website: http://www.csun.edu/.

At time of appointment, the successful candidate, if not a U.S. citizen, must have authorization from the Bureau of Citizenship and Immigration Services to work in the United States.

ASE-1
Revised 06/2014
TEACHING ASSOCIATE APPLICATION  
Academic Year 2015 – 2016

INSTRUCTIONS: Please complete and return this application form to Mary Lou Bobrosky (mlbobrosky@csun.edu) on or before June 1, 2015. Print all information.

LAST NAME ________________________________________________________________________

FIRST NAME ___________________________ MIDDLE INITIAL _____________________________

ADDRESS _________________________________________________________________________

TEL. NUMBER ___________________________ CSUN EMAIL _________________________________

GRADUATE STUDENT? Yes No (please circle) Classified Unclassified

To assist in the scheduling of assignments, though there is no guarantee, please specify your availability and preferences:

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<th>Classes beginning at:</th>
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Please add other relevant information related to teaching experience, quality of teaching, professional experiences relevant to the courses, and any other information related to your application:
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

The following MUST be attached and submitted on or before June 1, 2015:
1. Current CV/Resume
2. Unofficial transcripts showing a grade of A in HSCI 390/L, HSCI 592, or equivalent
3. Letter or email of recommendation/support from an HSCI 390 or HSIC 592 full-time or part-time faculty member

**Incomplete applications will not be considered**