

Job Announcement

The Asian American Studies Pathways Project (AASPP) aims to increase student success and foster a strong ethnic studies culture at CSUN through the following outcomes: 1) develop an internship program to increase on-campus employment opportunities for students; 2) increase knowledge of programs and resources vital to student recruitment and retention in AAS and the other Ethnic Studies entities at CSUN; 3) enhance leadership and professional development of students interested in AAS; 4) facilitate interaction, collaboration and networking among students enrolled in AAS courses, AAS faculty both on- and off-campus, and community members involved in off-campus ethnic studies projects; and 5) staff the Glenn Omatsu House, formerly known as the Asian American Studies Activities Center, to increase activity and access to support spaces for students interested in AAS specifically, and ethnic studies more broadly.

Title: AASPP Intern (10 hours/week at \$15/hour)

Required Qualifications:

- Must be at least sophomore standing and demonstrate a background in Asian American Studies or related Ethnic Studies, Gender and Women Studies, and/or Queer Studies coursework.
- Interest in social justice and in promoting greater welfare of on-campus and off-campus Asian American and Pacific Islander communities.
- Ability to work in team collaboratively and alone on self-initiated projects for AASPP
- Strong written and verbal communication skills (including public speaking)

Preferred qualifications:

- Experience working or volunteering for Asian American and/or Pacific Islander community-based organizations and/or campus-based organizations or working on student success initiatives
- Experience with mentoring or tutoring
- Familiarity with campus resources for students
- Preference will be given to Asian American Studies majors, double majors, and minors but community-oriented students with a background in related Ethnic Studies, Gender and Women Studies, and/or Queer Studies courses are encouraged to apply.
- Word processing, spreadsheet, graphic design, audio/video recording, artistic talent, interviewing and/or qualitative and quantitative research skills encouraged to apply.

Duties:

- Staff Omatsu House on a regular basis to provide mentoring and student support
- Organize AAS Department events, including Distinguished Lecture, AAPIA Heritage Month, and related community-building events
- Research and record needs of AAPIA students at CSUN, including a Spring 2019 Needs Assessment. Data to be used for advocacy and organizing reports and projects.
- Plan, organize, and implement student-initiated, sustained projects for AASPP, including student workshops, outreach, mentoring/tutoring, and community-building activities.
- Attend on-campus (and where relevant off-campus) events and meetings to represent AASPP and the interests of Asian American and Pacific Islander students and their communities and to advance Ethnic Studies, including student conferences
- Assist in organizing and coordinating AASPP/AAPI graduation party
- Publicize AASPP to campus community
- Create a website for AASPP and maintain CSUN AAS and CSUN AAPI Alumni Facebook page
- Compile a list of resources for Asian American and Pacific Islander students, including internships and scholarships
- Coordinate activities with related campus units and centers (e.g. AS and EOP)
- Work with Pilipino Workers Center representatives in Spring 2019 who will be based out of the Omatsu House
- Update and maintain existing AAS listserv or create new listserv
- Attend meetings with AASPP Coordinator and AAS Department Chair
- Report regularly on project progress to AASPP Coordinator

Submit a cover letter, resume, hours of availability, and the names and contact info for two references to Prof. Margeaux Gamboa-Wong, margeaux.gamboa-wong@csun.edu by 3PM Friday, January 31.

Interviews will be held on campus the week after the application deadline. Possible candidates will be informed for interview date and time via email.