

**UNIVERSITY STUDENT UNION, INC.
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE**

HUMAN RESOURCES POLICY

SUBJECT: Temporary Positions

REFERENCES: Temporary Appointments Policy (BOD Approved 11/11/96)

POLICY: The University Student Union Board of Directors may approve the establishment of temporary (one calendar year or more), non-student employment positions. Such positions will generally be established for the purpose of executing a specific long-term project or assignment.

Open recruitment will be conducted for temporary positions, and the temporary nature of the position advertised as part of the normal recruitment process.

Individuals hired to fill temporary positions will be employed at-will, and appointments will subject to annual renewal and reappointment.

Individuals appointed to temporary positions are required to adhere to all applicable University Student Union policies and procedures including those outlined in the employee handbook.

Individuals employed in temporary positions and who are assigned to work a minimum of 30/hours/week on a regular basis are eligible for participation in the University Student Union's benefits program.

*Recommended by the Personnel Committee on March 13, 2008.
Approved by the Board of Directors on April 7, 2008.*