

STUDENT ASSISTANT/INTERN SALARY SCHEDULE

(FT Students, Federal Work Study Students, CalWORKS Students, LAEP Student Interns)

Salary Schedule SA

Job Category	Description	Grade/Step	Rate
Student Assistant I – Entry Level/Semi-Skilled	Little or no prior experience or education required; considerable training done on-the-job; work is under immediate supervisions (methods of performing tasks are well established and explained in specific terms); work assignments typically involve standardized duties that are of a routine and repetitive nature; work assignments may include the use of special equipment, software applications, or tools per an established procedure; the supervisor has responsibility for the assignment of work, the flow of work, production level, and provision of proper instructions; jobs require limited to no independent judgment, analysis, or decision making skills.	SA/10	\$15.00
Student Assistant II – Intermediate/Advanced	Some previous knowledge, experience, or education required; specialized training done on-the-job; work is under general supervision (work objectives are set but methods of performing tasks are left up to the employee); work assignments are varied and less routine and involve a moderate degree of responsibility; work assignments may involve access to and use of sophisticated data systems and confidential information for which considerable training is required; the supervisor has responsibility for the assignment of work, however there is less control exercise over the flow of work and instruction given are more general; jobs may require moderate independent judgment, analysis, and decision making skills; should have a minimum of one year of experience in the same student assistant assignment.	SA/11	\$17.00
Student Assistant III – Specialist/Lead	Prior experience, education, or specialized skills required; work is under general supervision (work objectives are set but methods of performing tasks are left up to the employee); work assignments involve a broad variety of skill tasks for which considerable training is required; jobs require the application of considerable independent judgment and decision making; students at this level may have the responsibility to direct the work of lower-level student employees; should have a minimum of two years of experience in the same student assistant assignment.	SA/12	\$19.00
Student Intern – Learning Aligned Employment Program (LAEP)	Students enrolled in an identified LAEP program of study at Coastline College, Golden West College, and Orange Coast College may participate in a related internship. To qualify for a LAEP internship, students need to meet financial aid need and other criteria. LAEP Student Interns perform program specific technical, analytical, and research functions of assigned work projects, reports, and other career related assignments; assignments provide work experience and training in related career program. Enrollment in course work that is directly related to the job category is required.	SI/13	\$22.00