

WORKING TITLE	Training Coordinator
PAYROLL CLASSIFICATION	Administrative Support Assistant
DEPARTMENT	Center for Criminal Justice Research and Training
STATUS	Full Time, Benefitted, Non-Exempt/Hourly
POSTING DATE	April 17, 2025
POSITION NUMBER	2701

OVERVIEW

The Center for Criminal Justice is looking for a well-organized training coordinator to provide support for a regional training center. This is a great opportunity to establish working relationships with law enforcement agencies and contribute to the

Must be able to accept constructive criticism, prioritize workload, be dependable, behave professionally and interact positively with others. Regular, punctual attendance required. This position is employed through the CSULB Research Foundation. Employment is at-will.

POST OFFER BACKGROUND CHECK REQUIREMENT

A post offer background check (including a reference and criminal records check) must be completed, and the individual cleared, before they can start work with the CSULB Research Foundation. No information will be required prior to the

care leave, denial of pregnancy disability leave or reasonable accommodation or veteran's status (including Vietnam-era veterans) as required by other federal/state non-discrimination statutes, related administrative regulations and executive orders. Indivi