

TRINITY VALLEY COMMUNITY COLLEGE
100 Cardinal Drive Athens, TX 75751
FEDERAL WORK-STUDY
JOB POSTING

ALL ITEMS BELOW ARE REQUIRED FOR JOB POSTINGS:

POSITION NAME	<u>Cardinal HQ Work-Study</u>
CLASSIFICATION (e.g., tutor 1, lab tech)	<u>Work-study</u>
DEPARTMENT	<u>Student Advocacy</u>
SUPERVISOR	<u>Chris Goolsby</u>
CAMPUS LOCATION	<u>Terrell</u>
OFFICE (Bldg & Room #)	<u>Business Office</u>
OFFICE PHONE #	<u>972-563-4902</u>
OFFICE CONTACT HOURS	<u>8-4:30</u>
# OF STUDENTS NEEDED	<u>2</u>
# OF HOURS PER WEEK	<u>19</u>
RATE OF PAY	<u>\$10.00</u>
LENGTH OF EMPLOYMENT	<u>Semester</u>

QUALIFICATIONS No special qualifications

ROLE/DUTIES/RESPONSIBILTIES The Cardinal HQ student worker will assist the
coordinator and specialist with inventory for the food pantry and clothes closet; check out
students in the kiosk; assist students in greeting students; assist with
marketing and outreach for Cardinal HQ Services

*Student worker will be evaluated at the end of the semester or when student is no longer working

