



## Student Work Study Employment Job Posting

Department: Student Success Centers

Immediate Supervisor: Crystal Robinson

Hours required of this position per week: 1-20

### **Skills required and responsibilities:**

- Minimum 3.0 GPA
- Detail oriented and able to complete projects with minimal supervision
- Computer Literacy- Word, Excel, PowerPoint, Blackboard
- Good communication skills with both faculty and students
- Good people skills and a strong willingness to help others
- Academic proficiency in Math, Science or English required

Student Work Study Employment offers students the opportunity to work while attending courses at Lewis and Clark Community College.

Applications for this position should be submitted to Kathie Allen in the Financial Aid Department located in BA 2450.

Application deadline: Ongoing