

# **WORK STUDY POSITION**

## **Student Development Associate**

Student development associates contact alumni, friends and parents of William Jewell College to update contact information, reconnect them to the college and ask for pledged financial support for specific William Jewell College funds. Primary duties include calling alumni to build relationships, verify and update constituent records, provide giving education, solicit pledged financial support, deal with objections and answer questions.

### **Qualifications**

- Workstudy Eligible
- Team Player
- Goal Oriented
- Ability to communicate effectively
- Enthusiastic and positive attitude
- Self-motivated
- Assertive, but not pushy
- Ability to listen
- Dependability
- Interest in Jewell programs and activities

### **Hours**

5:40-8:30 p.m.  
2-3 days per week  
(Monday through Thursday)

### **Location**

William Jewell Call Center  
Marston 206

### **Salary**

Fr/So - \$8.60  
Jr/Sr - \$8.85

# **Contact**

**Laura Hanavan**  
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