

**Student Worker Position Description
William Jewell College
2020-21 Academic Year**

OFFICE OR DEPARTMENT: Athletic Department
CONTACT PERSON: Matt Gilbertson, Director of Sports Medicine
EMAIL: gilbertsonm@william.jewell.edu

JOB TITLE: Sports Medicine Student Worker

JOB DESCRIPTION: Students will assist the Athletic Trainers with the cleaning and maintenance of the training room, preparation and cleaning of practice game training equipment including coolers, water bottles, towels, etc. Your duties will NOT include evacuating or treatment of injuries.

NUMBER OF HOURS PER WEEK: 10

WORK DAY SCHEDULE: During practices: Late afternoon/Evenings During Games: Morning/Afternoon

SEMESTER(S) OF EMPLOYMENT: August-November (Fall Season), and March-April (Spring Season)

WAGE RATE:

- X \$9.45 [FY or SO rate]
- X \$9.70 [JR or SR rate]
- \$9.85 per hour [position requires special skills]
- \$10.85 per hour [campus tutors and lifeguards, only]

NOTE: STUDENTS MAY NOT WORK DURING REGULARLY SCHEDULED CLASS TIME. IF CLASS IS CANCELLED OR DISMISSED EARLY, THE STUDENT MUST PROVIDE DOCUMENTATION FROM THE FACULTY MEMBER BEFORE BEGINNING WORK.

REQUIRED SKILLS:

X	Answer phones		Grounds/landscaping		Statistics
X	Ability to work in office setting		Interpersonal skills		Theatre/Stage Production
X	Ability to do physical labor	X	Inventory	X	Time management skills
	Accompanist		Lifeguard Certification		Tutoring
X	Clerical/filing			X	Typing/Data Entry
X	Computer skills		Photography		Sales
X	Customer Service		Research		Video/audio/sound technical skills
X	Custodial		Science knowledge to assist lab		Web page design
X	Effective Communication		Sports Information		

Other, please specify:

Additional Information: