

**Student Worker Position Description
William Jewell College
2011-12 Academic Year**

OFFICE OR DEPARTMENT: Athletic Department

CONTACT PERSON: Mark Gole (email address: golem@william.jewell.edu)

JOB TITLE: Lifeguard/Swim teacher

JOB DESCRIPTION: These student workers will be lifeguards in the Mabee Center Pool while taking care of the pool areas and equipment, as instructed by their supervisor and head Swim Coach Mark Gole. Other positions possible are Cardinal Swim Instructors. All positions will require current Red Cross Certifications or Ellis Certifications.

NUMBER OF HOURS PER WEEK: 4 hours per week

WORK DAY SCHEDULE: Flexible

SEMESTER(S) OF EMPLOYMENT: Fall, Spring, and Summer terms

WAGE RATE:

\$7.40 [FY or SO rate]

\$7.65 [JR or SR rate]

\$8.00 per hour [position requires special skills]

X \$10.00 per hour [campus tutors and lifeguards, only]

REQUIRED SKILLS:

	Answer phones		Grounds/landscaping		Statistics
	Ability to work in office setting	X	Interpersonal skills		Theatre/Stage Production
X	Ability to do physical labor		Inventory	X	Time management skills
	Accompanist	X	Lifeguard Certification		Tutoring
	Clerical/filing				Typing/data Entry
	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	X	Sports Information		

Other, please specify:

Additional Information: This position is open to students eligible for either Federal Workstudy or Workship.