**Student Worker Position Description**  
**William Jewell College**  
**2021-22 Academic Year**

**OFFICE OR DEPARTMENT:** Athletic Department  
**CONTACT PERSON:** Carolyn Raynes, Head Volleyball Coach  
**EMAIL:** raynesc@william.jewell.edu

**JOB TITLE:** Volleyball Student Worker

**JOB DESCRIPTION:** Students will assist coach with duties to help prepare for games and game management. Video for games and practice and keep statistics on sidelines

**NUMBER OF HOURS PER WEEK:** 15

**WORK DAY SCHEDULE:** afternoons, weekends and evenings

**SEMESTER(S) OF EMPLOYMENT:** September-April (seasonal hours vary, more in season)

**WAGE RATE:**
- $10.30 [FY or SO rate]
- $10.55 [JR or SR rate]
- $11.65 per hour [position requires special skills]
- $11.70 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:**

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