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

OFFICE OR DEPARTMENT: Athletic Department- Football
CONTACT PERSON: Coaches, Equipment manager, Compliance Coordinator, SID, Mabee Center Coordinator,
Athletic Training, Director of Broadcasting, Assistant Athletic Director and the Strength and Conditioning Coach.
EMAIL:

JOB TITLE: Football Student Manager/Camera Operator

JOB DESCRIPTION: A) Assist with office work necessary to run football program-filing,copying, computer work
help with mailing, giving Tours.
B) Film games and practice during fall and Spring Ball
C) Setup and tear down equipment for practices

NUMBER OF HOURS PER WEEK: 20

WORK DAY SCHEDULE: Day , evenings, weekends

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

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

Additional Information: Great experience working with sports, management, and coaches.