

## Community Based Federal Work-Study Job Description

<b>Agency Name:</b>	<b>Mailing Address:</b>
<b>Supervisor's Name:</b>	<b>Email:</b>
	<b>Phone:</b>
<b>Location where student will perform job (if different from above):</b>	

**Job title:**

**Classification (e.g. reading tutor, classroom helper, program assistant, etc):**

**Purpose/role within organization:**

**Duties and responsibilities associated with the position:** *If reading to/with children is involved in any capacity, please state in duties.*

**General qualifications for position:**

**Compensation:** \$13/hr (approved travel time is also included in daily time record)

**Dates of employment:** September 1, 2023 through May 17, 2024

*Student must complete Loyola's employment training prior to employment and be approved to work by OCELTs before work begins.*

**Evaluation procedure and schedule:** All supervisors will evaluate student performance at the end of the academic year. The evaluation is online. Students may or may not be present while employers evaluate students.