FEDERAL WORK STUDY
JOB DESCRIPTION

Job Title: Teacher Assistant
Department: Child Care Center

Number of Positions: 3
Contact Person: Kelly Rasmussen
Phone Number: 559-8800

Duties and Responsibilities: Supervise children in various activities, assist teachers in planned activities, including reading to children. Stock materials on occasion and maintain order and cleanliness of the area. Previous experience in working with children is required.

Special Skills Required: None

Supervisor (If different than Contact name listed above): Kris Swan

Number of hours/week per position:

Maximum is 40 hours per week during periods student is not enrolled in courses or during breaks. Part-time hours are not more than 20 hours per week while student in enrolled in classes.

To be considered employed in a community service job for FWS purposes, an FWS student does not have to provide a “direct” service. The student must provide services that are designed to improve the quality of life for community residents or to solve particular problems related to those residents’ needs. A school may use its discretion to determine what jobs provide indirect or direct service to the community.

Do you consider this position to be a community service job? _YES

Contact: Students will schedule interviews with your department. When you have selected a student to work in your area, contact Meghan Moore, UNMC Office of Financial Aid, Student Life Center, Room 2080, Campus Zip 984265, (402) 559-4199 or (800) 626-8431 or meghanmoore@unmc.edu.

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Position: 004