



FEDERAL WORK STUDY JOB DESCRIPTION

Job Title: Wellness Assistant
Department: Internal Med/Geriatrics/Engage Wellness
Contact Person: Jeannie Hannan
Phone Number: 402-552-7227

Primary Duties and Responsibilities: Wellness Assistant Work Study employees are responsible for opening and/or closing the center. Duties may include: assisting participants, monitoring the use of the fitness room, conducting tours with prospective participants, cleaning exercise equipment, answering phones, checking memberships, collecting monies, filing, assisting with group movement instruction, and other duties as assigned.

Special Skills Required: Fitness experience; interest in working with older adults; must be able to bend, squat, kneel, and lift at least 10 lbs; ability to work independently; self-directed; and CPR certification.

Supervisor (If different than Contact name listed above): same as above

Number of hours per week for this position: 6-10

Part-time hours are not more than 20 hours per week while student is enrolled in classes. Student will coordinate class and study schedule with the department, if hired.

If student works during summer and winter break: Maximum is 40 hours per week.

Students Only: If you are unsure of your eligibility for Federal Work Study, please contact the Financial Aid Office: Student Life Center, Room 2017, (402) 559-4199 or (800) 626-8431 or finaid@unmc.edu

Departments Only: 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

Department Contact: Students will schedule interviews with your contact person listed above in your department. When you (department) have selected a student to work in your area, contact, UNMC Office of Financial Aid: Meghan Moore.

For Financial Aid Use Only: Approved by Financial Aid Office 7/3/18
