

# Federal Work Study Position Announcement

**Supervisor:** Terra Ciotta

**Position:** Culinary Arts Assistant

**Department Location:** Culinary Building

**Purpose of Program:** To assist college students in a degree-related field to gain knowledge and experience they can apply to their career path, as well as allowing them to earn extra income while they are learning.

**Qualifications:** Applicant must be in a degree-related program of study at TCCC and possess good communication, organizational, and leadership skills. Applicant must be proficient in various computer programs and be willing to sign an agreement of confidentiality concerning work-study related duties.

**Responsibilities:** Assist with inventory and purchasing duties related to the Culinary Arts program; assist with set-up for class instruction; assist with general office duties such as completing purchasing paperwork, copying, and filing.

**Anticipated Hiring Date:** September 4, 2018-May 7, 2019

**Application Deadline** Open until filled

**Rate of Pay:** \$8.00 per hour

**Hours Per Week/Month:** 15 hours per week/ Maximum 60 hours monthly

**Contact Person:** Terra Ciotta  
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*To be eligible for this position, the student must be currently enrolled in at least 6 credit hours. In addition, all applicants must apply for financial aid by completing the 2018-2019 FAFSA form.*