STUDENT JOB DESCRIPTION

JOB TITLE: Reading Assistant

WORK AREA: District 518-West Learning Center

HOURS: 4-11 per week

TYPICAL WORK HOURS

☐ Daytime ☑ Evening ☐ Weekends

(Check all that apply)

JOB RESPONSIBILITIES/DUTIES: Assist teachers and/or personnel with literacy or pre-literacy education to children, parents and or other caregivers of the children in the program. Coordinate activities centered on reading with children during evening programming.

QUALIFICATIONS: Responsible, honest, willing to work with family literacy program.

Will this position require any driving of Minnesota West owned vehicles or a personal vehicle?

☐ Yes ☑ No

If you checked yes, please be aware that additional paperwork is required before the student is asked to drive.

ALL WORK STUDY EMPLOYEES WILL RECEIVE A PERFORMANCE REVIEW UPON COMPLETING 40 WORK HOURS.

WAGE RATE: $13.00 per hour

NUMBER OF STUDENTS NEEDED:

_____1_____ Academic Year

____Summer (June-August)

TO INTERVIEW FOR THIS POSITION, CONTACT:

Supervisor: Rebekah Skogen, Minnesota West & Tara Thompson, District 0518
Location: District 0518
Phone: 507-223-1330
Email Address: Rebekah.skogen@mnwest.edu

Off Campus Positions:
Department: District 0518
Mailing Address: 1117 Marine Avenue, Worthington, MN 56187
Start Date: ASAP