

**TRINITY VALLEY COMMUNITY COLLEGE**  
**100 Cardinal Drive Athens, TX 75751**  
**FEDERAL WORK-STUDY**  
**JOB POSTING**

**ALL ITEMS BELOW ARE REQUIRED FOR JOB POSTINGS:**

|  |   |
|--|---|
| POSITION NAME                              | <u>Learning Lab Assistant</u>   |
| CLASSIFICATION<br>(e.g.,tutor 1, lab tech) | <u>Lab Tech</u>   |
| DEPARTMENT                                 | <u>Terrell Tutoring</u>   |
| SUPERVISOR                                 | <u></u>   |
| CAMPUS LOCATION                            | <u>Terrell</u>  |
| OFFICE (Bldg & Room #)                     | <u>L125</u>   |
| OFFICE PHONE #                             | <u>972-563-4924</u>   |
| OFFICE CONTACT HOURS                       | <u>Monday-Thursday 8:00am-4:30pm</u>  |
| # OF STUDENTS NEEDED                       | <u>3 to 4</u>   |
| # OF HOURS PER WEEK                        | <u>up to 19</u>   |
| RATE OF PAY                                | <u>\$10.00</u>  |
| LENGTH OF EMPLOYMENT                       | <u>Semester (16 week)</u>   |
| QUALIFICATIONS                             | <u>Current TVCC student enrolled in at least 6 hours, positive attitude,</u><br><u>willingness to help others, good communication and organizational skills</u> |
|  | <u></u>   |
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| ROLE/DUTIES/RESPONSIBILTIES                | <u>Support learning lab needs, ensure students log in and</u><br><u>out of the lab, assist coordinator as needed, light cleaning, other duties as assigned</u>  |
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\*Student worker will be evaluated at the end of the semester or when student is no longer working.