

## Work Study Job Description

<b>Job Title</b>	Library Student Assistant
<b>Department Name</b>	UW Libraries
<b>Job Location</b>	Seattle, Bothell, & Tacoma Libraries
<b>Pay Rate</b>	\$9.32 - \$11.00
<b>Employment Period</b>	Summer, Academic Year
<b>Hours Per Week</b>	19 hrs/wk
<b>Contact Supervisor</b>	Erik Dahl
<b>Phone Number</b>	206-685-1820
<b>Email Address</b>	eadahl@uw.edu
<b>Website</b>	<a href="http://goo.gl/YHGwi">http://goo.gl/YHGwi</a>
<b>Box Number</b>	352900

### Nature of Organization

Academic Research Library

### Duties and Responsibilities

Specific job duties vary. See individual postings at <http://www.lib.washington.edu/about/employment/students/>

May perform a variety of Library functions in both public service and back office duties. Specific examples include providing checkout and information services at public desks, office and administrative support, book repair, and shelving library materials. May direct or coordinate the activities of other student employees.

### Minimum Qualifications

Positions may require previous library, office, or public service experience. Knowledge of foreign languages, computer software skills, Washington drivers license, or other specialized skills or knowledge may be required for some positions.

### Educational Benefits

Depending on duties, likely benefits include learning to use library collections and online research or collection management tools. Positions will also develop work place skills such as public service assistance, use of office software, and performing training or lead work.

### How to Apply

Apply to open positions online at:

<http://www.lib.washington.edu/about/employment/students/>

---

Job Number: LIBR01 | Job Class: 0875 | Category: Student Services | 51% Comp. To Classified: y | Program:  
Federal