

Federal Work-Study (FWS) Job Description

FWS Eligibility

To be eligible for a Federal Work-Study position, student must:

- Have a current FAFSA and completed financial aid file at NWACC
- Have remaining student aid eligibility
- Maintain satisfactory academic progress towards
- Be enrolled in a current or future term at NWACC

Position Title	Social and Behavioral Sciences Division Assistant	
Purpose/Role of this Position	Provide support and assistance to division faculty and staff. Attend division events as needed.	
Department/Agency	Social and Behavioral Sciences Division	
• Position Location	Burns Hall or NCPT	
• Campus or City	Bentonville	
Hours Per Week	Up to 19 hours a week	
Hourly Pay Rate	\$11.25	
Position Dates	Begin: August 21, 2023	End: June 23, 2024
<p><i>Beginning date will be the latter of: the above date or first day of pay period following completion of background check and new-hire processing</i> <i>Ending date will be the earliest of: the above date, the last day of the student's eligibility, or the student's date of resignation/termination</i></p>		
Position Supervisor Name	Deirdre Slavik	
• Supervisor Email	dslavik@nwacc.edu	
• Supervisor Phone	4306	
Job Duties may include:	<ul style="list-style-type: none"> • Assist Social and Behavioral Sciences Division faculty and staff with college activities and events • Greeting division visitors, light clerical work, managing excel spreadsheets • Other duties as assigned 	
Job Qualifications	<ul style="list-style-type: none"> • <i>Must meet federal work study eligibility requirements</i> 	
Evaluation Procedures	<i>FWS Supervisors are encouraged to evaluate new FWS employees after 30 days and at least annually.</i>	

NorthWest Arkansas Community College is an equal opportunity, affirmative action institution. The college welcomes applications without regard to age, race, gender, national origin, disability, religion, marital or parental status (including pregnancy).