

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	Music File Clerk	
Purpose/Role of this Position	Catalog Music for Music instructors	
Department/Agency	MUSI	
• Position Location	2114 BH	
• Campus or City	Main Campus - Bentonville	
Hours Per Week	However many hours are allowed per applicant	
Hourly Pay Rate	\$11/hr	
Position Dates	Begin: September 19, 2021	End: June 24, 2022
<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 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>		
Position Supervisor Name	Marc Turner	
• Supervisor Email	mturner1@nwacc.edu	
• Supervisor Phone	479 619-4126	
Job Duties may include:	<ul style="list-style-type: none"> • Filing and cataloging Music 	
Job Qualifications	<ul style="list-style-type: none"> • Ability to file--Able to work Tuesdays & Thursday 	
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).