

# Federal Work-Study (FWS) Job Posting

**To Apply for This Position - Email your Resume to the Position Supervisor**

## 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

<b>Position Title</b>	Children's Library Assistant (Tutor) (x2)	
<b>Purpose/Role of this Position</b>	To assist library staff in the operation and upkeep of the children's department	
<b>Department/Agency</b>	Bentonville Public Library	
• Position Location	305 S Main Street	
• Campus or City	Bentonville, AR	
<b>Hours Per Week</b>	Up to 19	
<b>Hourly Pay Rate</b>	<b>\$14.50/hr</b>	
<b>Position Dates</b>	Begin: 07/07/2024	End: 06/21/2025
<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>		
<b>Position Supervisor Name</b>	Christina Clark	
• Supervisor Email	ccclarklbentonvillear.com	
• Supervisor Phone	479-271-6816	
<b>Job Duties</b>	<ul style="list-style-type: none"><li>• Assisting with the preparation, set-up, and clean-up of children's programs</li><li>• Shelving library material and maintaining shelf order</li><li>• Maintaining organization of department</li><li>• Reviewing materials for damage and cleaning items as needed</li><li>• Creating themed book bundles</li><li>• Help with Children's story time</li><li>• Special projects and other duties assigned</li></ul>	
<b>Job Qualifications</b>	<ul style="list-style-type: none"><li>• Basic Computer Skills required</li><li>• Customer Service experience helpful</li><li>• Attention to detail a must</li></ul>	
<b>Evaluation Procedures</b>	FWS Supervisors are encouraged to evaluate new FWS employees after 30 days and at least annually.	

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).