

On-Campus Job Description



To apply: Email Careerservices@wvc.edu to see if you are eligible for funding. Complete the WVC Student Employment Application <https://bit.ly/2MuogvX> and submit it to the Career Center via email Careerservices@wvc.edu.

Job Title & Number of Positions Avail.	TRIO SSS outreach assistant 1 position available (summer 2021)
Department/ Location	TRIO SSS/ Virtual position
Rate of pay	\$13.69/ hour up to 19 hours a week
Supervisor	Belen Bazan Delgado, TRIO Retention Specialist
Duties and Responsibilities	<ul style="list-style-type: none">• Create content for TRIO SSS social media on Instagram, Facebook and Twitter• Assist with general promotional and informational digital templates• Make general referrals to college services, supports, and resources• Outreach: call or text students to promote TRIO SSS services• Other duties as assigned
Minimum Qualifications	<ul style="list-style-type: none">• Excellent level of responsibility, reliability, and punctuality• Excellent communication skills• Basic knowledge of campus resources• Background or interest in design, advertising, marketing• Minimum of 2 quarters completed at WVC
Educational Benefit	<ul style="list-style-type: none">• Strengthen interpersonal skills and ease in relating to people from varying educational, cultural, and social backgrounds• Professional development

04/22/21 (CRB)

Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and state laws and regulations, or participation in the complaint process.

The following persons have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses:

- To report discrimination or harassment: Title IX Coordinator, Wenatchi Hall 2322M, (509) 682-6445, title9@wvc.edu.
- To request disability accommodations: Student Access Coordinator, Wenatchi Hall 2133, (509) 682-6854, TTY/TTD: dial 711, sas@wvc.edu.