



Federal Work Study TRIO Student Assistant

Gogebic Community College is seeking students for a part-time position in the TRIP Department as the TRIO Student Assistant.

This position pays \$12.00 per hour and may provide up to 5 hours per week.

It is important that there is recognition, acceptance, and adherence to the GCC mission and philosophy from our Federal Work Study employees.

Gogebic's Mission

Gogebic Community College is a learning community that contributes to academic, cultural, economic, and social success for our students and region.

Job Description:

- Assists with setup and take down of TRIO events
- Assists with coordination and implementation of academic workshops
- Creates social media content to help market the TRIO program as well as general marketing
- Assists Director, Coordinator, and Assistant as assigned
- General administrative duties
- Acts as a program ambassador and assists with recruitment efforts for TRIO events

Minimum Qualifications:

- Must be a current TRIO participant
- Knowledge of various social media platforms and a willingness to assist with campus events

Education/Career Related Benefits:

- Gain experience in marketing/social media, event coordination, and general administrative tasks

Anticipated Hours Per Week: 5 Hours

Anticipated Days Per Week: Varies

Position Available for: Fall and Spring Semester

Campus position will be located at: Ironwood

Supervisor: Leah Hagen, Director of TRIO

Federal Work Study Application Process

Applications will be accepted until the position is filled.

1. Have a complete Financial Aid Application (FAFSA and all supporting documents).
2. Be approved for Federal Work Study (FWS) on your Financial Aid Notification.
3. Complete and submit the Federal Work Study Application.
4. Once your application is reviewed the Office of Student Financial Aid will notify you using your GCC email.
5. Be in good academic standing.

Email to: fao@gogebic.edu

Fax to: (906) 932-2339

Or mail to:

Office of Student Financial Aid

Gogebic Community College

E4946 Jackson Road

Ironwood, MI 49938

(906) 307-1208

Gogebic Community College is an equal opportunity educator and employer.