

# Klamath Community College

## Appendix Section 5-1 Inclusive Recruitment

### *Insert full documents/documentation here*

An email sent on October 6<sup>th</sup>, 2023 by the Career Services Center to recruit for student worker positions.

**Registrar's Office:** Job duties include: maintaining student files, processing transcript requests, maintaining student database information, and processing registration materials. Must be eligible for Federal Work Study in order to apply. [View full position description and apply online](#)

**Accelerated Learning:** The main function of this position is to process registration forms, enter data into a computer, and assist the Director of Accelerated Learning with other clerical and administrative tasks. Must be eligible for Federal Work Study in order to apply. [View full position description and apply online](#)

**Teaching Assistant for CIS (courses & labs):** This Student Worker Teaching Assistant/Tutor position will assist instructors in CIS courses and labs. [View full position description and apply online](#)

**Teaching Assistant for Computer Aided Design (CAD):** This Teaching Assistant Student Worker position will assist instructors for the Computer Aided Design (CAD) supplementation for open CAD lab coverage. [View full position description and apply online](#)

**Teaching Assistant for CAS 133 (courses & labs):** Did you successfully complete CAS 133 – Intro to Computer Skills? This Teaching Assistant Student Worker position will assist instructors for the Business Technology, CAS courses and open lab coverage. [View full position description and apply online](#)

### **Mentors**

Mentors are essential to the successful operation and maintenance of the Office of Student Life, and the Department of Student Life in general. They provide information, resources, networking opportunities, and extra-curricular activities to students in support of the College-wide goals of retention and completion, and student-centric goals of personal and professional growth.

- [First Year Experience Mentor of Professional Development](#)
- [Student Life Mentor of Communication & Networking](#)

To view an up-to-date list of positions at KCC, including Student Worker positions, visit <https://www.schooljobs.com/careers/klamathcc>