

## **FYJPP – Participating Departments and Job Details**

**Dining Services:** Bowdoin Dining is committed to excellence and has a passion for creating delicious cuisine. Learn more about the culinary arts from our professional staff and become experienced in proper knife handling to prep vegetables and fruits. You will work as part of a team receiving direction from cooks and production staff. This role requires collaboration and teamwork, flexibility and agility to think on your feet, customer service, verbal communication, proper food handling skills, and ability to follow kitchen safety and sanitation procedures.

Approximately 200 students (from all class years) typically work in Dining each year. It's a great community, fun work environment, and another way to meet students on campus! All job placements will be within Thorne Hall and Moulton Union. Types of positions available include front facing, as well as behind the scenes jobs - food prep, salad bar, sandwich maker, expediter, dish washer and floater. This role involves physical activity, including extended periods of standing, frequent lifting, and working in a fast-paced kitchen environment. **Pay rate \$16.80/hr**

**Information Technology:** The IT Digital Corps Program provides support to students, faculty and staff with technology issues related to hardware and software. The Student Technical Support Representative will handle front-line phone support for the IT Service Desk and provide walk-up, in-person services at the Information Technology Tech Hub. Must have excellent customer service skills, ability to solve problems, be resourceful, and work with people at varying levels of computer ability. Knowledge of computer technology is preferred. **Pay rate \$15.60/hr**

**H-L Library:** The Circulation & Media Commons Departments of H-L Library are busy and dynamic environments. Students assist with service desk operations and stacks maintenance. Responsibilities include, but are not limited to, staffing the service desks; shelving and shifting books; gathering statistics, data entry and other computer-related tasks; supporting the technical operations of the media and production studios, computer labs, and screening rooms; and assisting with scanners and printers.

Requires the ability to complete tasks independently; have a strong customer service ethos and be comfortable with assisting all library patrons. Willingness and aptitude to learn Library of Congress classification system and participate in the shelving, shifting and maintenance of library materials. Close attention to detail, reliability and punctuality are required. Must adhere to guidelines on confidentiality. This role includes light physical tasks, which may require bending, reaching, and lifting. **Pay rate: \$15.45/hr**

**Athletics:** The Athletic Monitor works in the Buck Fitness Center and/or Farley Field House. The Monitor is responsible for checking credentials for all facility users and monitoring the athletic facilities to ensure proper use, safety, and supply inventory. When outside groups are using the facilities, the Monitor serves as the primary on-site contact for coaches and group leaders. The Monitor also receives packages delivered to the Athletic department and notifies recipients for pick up. In addition, they respond to inquiries and provide information regarding membership and the use of the tennis court and pool use. **Pay rate: \$15.30/hr**