

**Work Study Job Description**  
University of Montana Western  
710 S Atlantic St. Dillon MT 59725

**Department:** Fine Arts – Glass Program

**Classification/Name of Position:** Studio Technician for the Emerick Art Building

**Student's Supervisor:** Ruth King

**Office/Location:** Emerick Art Building

**Email Address:** Ruth.King@umwestern.edu

**Phone #:** 406-683-7344 (available after August 1<sup>st</sup>)

**Qualifications for the position & the specific qualifications for the various levels/rates of pay associated with the position:**

- The student-worker should be able to lift 50 pounds
- Maximum of 20 hours in a two-week period

Preferred:

- Student who has experience building with various materials
- Student who has previously enrolled in a glass course

Pay Range: \$8.05 - \$9.95/hr (commensurate with experience)

**Purpose/Role of the position:**

The intention of this position is for the Studio Technician work study student to help maintain a safe and functional studio environment in support of the learning experience of students using the Emerick Art Studio. As such, I will work directly with the student in order for him/her to understand how to organize and complete a task that will ultimately better the studio environment, and educate the student on overall studio care and maintenance. The studios and equipment need regular attention to maintain an optimal and safe working condition.

**Duties/Responsibilities of the position & how they relate to the purpose/goal:**

1. Help keep equipment in optimal working order
2. Organize studio and storage spaces for safety and functionality
3. Maintain clean and safe condition of studios
4. Help students understand and follow the correct safety procedures
5. Assist students with first aid needs

**The Financial Aid Office will submit evaluations to each department prior to the end of each semester.**