

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 Monitor 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 1st)

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

- Maximum of 20 hours in a two-week period

Preferred:

- First Aid training
- Previously enrolled in a glass course

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

Purpose/Role of the position:

This position exists to ensure an added level of safety to the studio. The studio monitor will be educated about the studio equipment, safety procedures, shop etiquette, and first aid. The monitor must be available to attend the studio during non-class hours in order to ensure student and studio safety.

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

1. Help maintain clean and safe studios
2. Help students understand and follow the correct safety procedures
3. Assist students with first aid needs
4. Understand and help students with start-up or shut-down procedures

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