



**UC DAVIS**

**Washington Program**

## The Washington Program is hiring for Fall 2018! Student Program Coordinator

Aggie Job Link ID: 838620

Position: Student Assistant III

Pay: \$11.50/hour

Status: Part Time, 15-19 hours per week for the 2018-2019 school year

Mandatory Job Shadowing: Monday, May 28th, 2018 – Friday, June 1st, 2018

Start Date: Monday, September 10th, 2018

### Positions Available:

1. [Advising Liaison](#)
2. [Events Coordinator](#)
3. [Social Media and Marketing](#)
4. [Website Coordinator](#)
5. [Workshop Development and Maintenance](#)

Click on each link above for a detailed description of the position.

### Position Description

The Student Program Coordinator supports grassroots marketing, online promotion, and macro-marketing efforts intended to increase awareness of, and interest in, the Washington Program. In addition, the position will also assist with peer advising regarding Washington Program logistics, internship searches, and resume and cover letter review in order to fully support and prepare current, future, and past program participants.

### Application Materials: Cover Letter, Resume

In a cover letter format, please describe which Student Assistant position you're interested in and how your past experience and knowledge has prepared you for this job?

**Note:** If called for an interview, you will be asked to do a 5-minute presentation on the Washington Program

Please apply through Aggie Job Link: 838620

## Deadline:

## Monday, May 14<sup>th</sup>, 2018, 5:00 p.m.

**For More Information Contact: Chad Higgs**  
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