OPEN POSITION: STUDENT WORKER FOR TURNAROUND LEADERSHIP

Position Requirements: Hourly student worker needed for the Educational Leadership Department

Work Commitment: Student worker required to work 10 hours per week under the direction of the Supervisor, Dr. Susan Korach.

Pay and Benefits: This Student Worker position receives compensation of $20/hour.

Supervising Faculty: Susan Korach, Associate Professor

JOB DUTIES:
This position is responsible for scheduling interviews, data transcription, document preparation, project coordination with Daniels College of Business, preparation of materials for meetings and data collection, and other duties as assigned to support the project.

Required Qualifications:
Education: Preference will be given to students with interest and/or experience in turnaround leadership.

Special Knowledge, Skills, and Abilities: Word processing, Excel, scheduling, and strong interpersonal skills.

TO APPLY: Send an email with professional letter of application and your resume or CV to: skorach@du.edu

Deadline to Apply: Applications are being reviewed immediately and the position will end June 15, 2015. Applications will be considered until the position is filled. Interviews may be conducted in person or via Skype.

Additional Information: You may be expected to work during all weeks the University is open. All work hours and schedules will be coordinated and agreed upon with the Supervisor.