



Federal Work-Study Position

Salary: \$13 per hour
Location: AE Building • Room #336
Job Type: Federal Work-Study/Part-time
Department: Photography
Opening Date: 8/1/2023

General Job Description

The Photography Lab Assistant will be managing the Photography Lab during evening hours (5:00 PM to 10:00 PM) from Monday to Thursday during the weeks that the college is open. This position will consist of facilitating student access to the lab, ensuring equipment availability, maintaining proper lab etiquette, and overseeing the lab's operations during these essential hours.

Duties

- ⚙️ Oversee the operation of the Photography Lab during the designated hours, providing support to students and maintaining a productive environment for completing assignments.
- ⚙️ Facilitate the proper check-out and return of photography equipment to ensure availability and prevent loss or damage.
- ⚙️ Enforce lab rules and maintain a respectful environment by addressing any inappropriate behavior or misuse of equipment.
- ⚙️ Assist in mixing chemistry and maintaining black and white processing machines, ensuring the lab's smooth operation.
- ⚙️ Collaborate with Lab Manager to ensure the lab's functionality and cleanliness.
- ⚙️ Secure the lab and equipment at the end of each shift to maintain a safe and organized environment.

Required and Preferred Qualifications

- ✓ Admitted to a degree or diploma program.
- ✓ Meet the Satisfactory Academic Progress requirements for Federal Student Aid
 - Earn and maintain a cumulative GPA of at least 2.0.
 - Earn and maintain a cumulative completion rate of 67%
 - Complete your program of study within 150% of the published length of the program.
- ✓ Complete and submit a Federal Work-Study Application to the Office of Financial Aid and Veterans Affairs
- ✓ Pass a background check that is utilized by Randolph Community College when hiring all employees.

While the Federal Work-Study program has no specific enrollment level requirements, Randolph Community College gives priority to students enrolled in at least six credit hours each semester.

Agency | Randolph Community College
Address | 629 Industrial Park Ave. • Asheboro, North Carolina, 27205

Phone | 336-633-0256
Website | www.randolph.edu/rcc-jobs.html