

# Supporting CCC Students Applying for Employment & Leadership Opportunities

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Education That Works



## CCC Mission Statement

As our community's college, we cultivate equitable, innovative, and responsive education.

## CCC Values

\* Learning \* Equity \* Student Success \* Community \* Belonging

## Enrollment and Student Success

- National research indicates:
  - Off-campus work can negatively impact student engagement and success
  - Working on campus is positively associated with feelings of belonging, persistence, and academic success
- Goal: increase access and decrease barriers to on-campus opportunities

# Overview of Changes

## Previous Website Design

- The previous process students navigated to find employment & leadership opportunities

## New Webpage

- Cross-campus collaboration to streamline information & webpage access for student employment & leadership opportunities onto one webpage

## Universal Application

- One application for 5 different student employment & leadership opportunities across campus

# Previous Website Design

- Separate webpages, applications, and hiring processes for each opportunity
  - Federal Work-study
  - Associated Student Government (ASG)
  - New Student Mentors
  - Peer Assistants (PA)
  - Learning Center Tutors/Peer Tutor Mentors

# New Student Employment & Leadership Opportunities Webpage

Clackamas Community College | x +

clackamas.edu/campus-life/student-involvement/student-employment-and-leadership-opportunities

Clackamas Community College ACADEMICS ADMISSIONS & FINANCIAL AID CAMPUS LIFE ABOUT US

Home / Campus Life / Student Involvement / Student Employment and Leadership Opportunities

Events  
Campuses, Buildings + Hours  
Athletics  
Arts + Performance  
Transportation  
College Safety  
Student Services  
Student Involvement  
- Student Clubs at Clackamas  
- Multicultural Center  
- Peer Assistant  
- Student Employment and Leadership Opportunities  
- Student Government  
Career Center

## STUDENT EMPLOYMENT AND LEADERSHIP OPPORTUNITIES

There are many ways for students to get involved at Clackamas Community College through employment and leadership opportunities. All of the opportunities in the table below provide an hourly wage or tuition waiver as compensation in exchange for your contribution on campus. Compensation and other individualized details are outlined in the table.

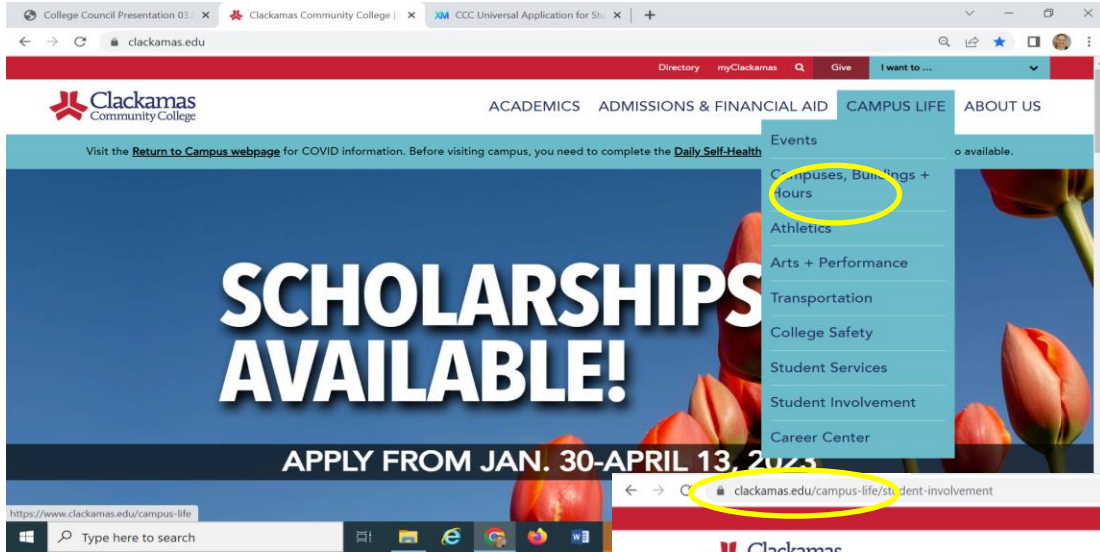
For students who are interested in applying to multiple positions at one time, you may now submit one application using the [universal application](#). In the application you'll select all of the positions for which you wish to apply; Federal Work-Study positions are an exception to the universal application process. **You only need to apply once** and someone from each hiring team will reach out to you after submission. Apply now!

ROLE	COMPENSATION	QUALIFICATIONS	HOW TO APPLY	HOURS/ADDITIONAL INFO
<b>Associated Student Government (ASG)</b> Serve on the representative body for students, while also focusing on campus events, community wellness, student grants or multicultural affairs.	Tuition waiver	<ul style="list-style-type: none"> <li>Currently enrolled student</li> <li>2.0 GPA or higher</li> </ul>	Submit Universal Application	<b>Varies</b> Different levels of positions have varied number of weekly required hours. Option to take free two-credit leadership course.
<b>Federal Work-Study</b> Work in a wide variety of college departments learning job skills and helping staff in various tasks.	Hourly wage through the Federal Work Study program (financial aid)	<ul style="list-style-type: none"> <li>Currently enrolled student</li> <li>Qualifies for Federal Work Study (financial aid)</li> </ul>	Federal Work Study and Student Opportunities	<b>Depends on position</b>
<b>New Student Mentor</b> Provide direct outreach and support to incoming and first-term students.	Hourly wage	<ul style="list-style-type: none"> <li>Currently enrolled student</li> <li>Good academic standing</li> <li>Eligible for employment</li> </ul>	Submit Universal Application	<b>8-10 hours per week</b> Option to take free two-credit leadership course.
<b>Learning Center Tutor / Peer Mentor Tutor</b> Help students succeed in academic courses.	Hourly wage (Learning Center Tutor); tuition waiver (Peer Mentor Tutor)	<ul style="list-style-type: none"> <li>Currently enrolled student</li> <li>Prefer 2.25 GPA or higher</li> <li>See application for specific requirements</li> </ul>	Submit Universal Application	<b>Varies</b>
<b>Peer Assistant</b> Assist one of several front-line departments to serve fellow students.	Tuition waiver	<ul style="list-style-type: none"> <li>Currently enrolled student</li> <li>Good academic standing</li> </ul>	Submit Universal Application	<b>Ranges between 6-10 hours per week</b> Option to take free two-credit leadership course.

**ADDITIONAL LEADERSHIP OPPORTUNITIES**  
Join a Club at Clackamas: Meet new people, develop your leadership skills and contribute to the college community.

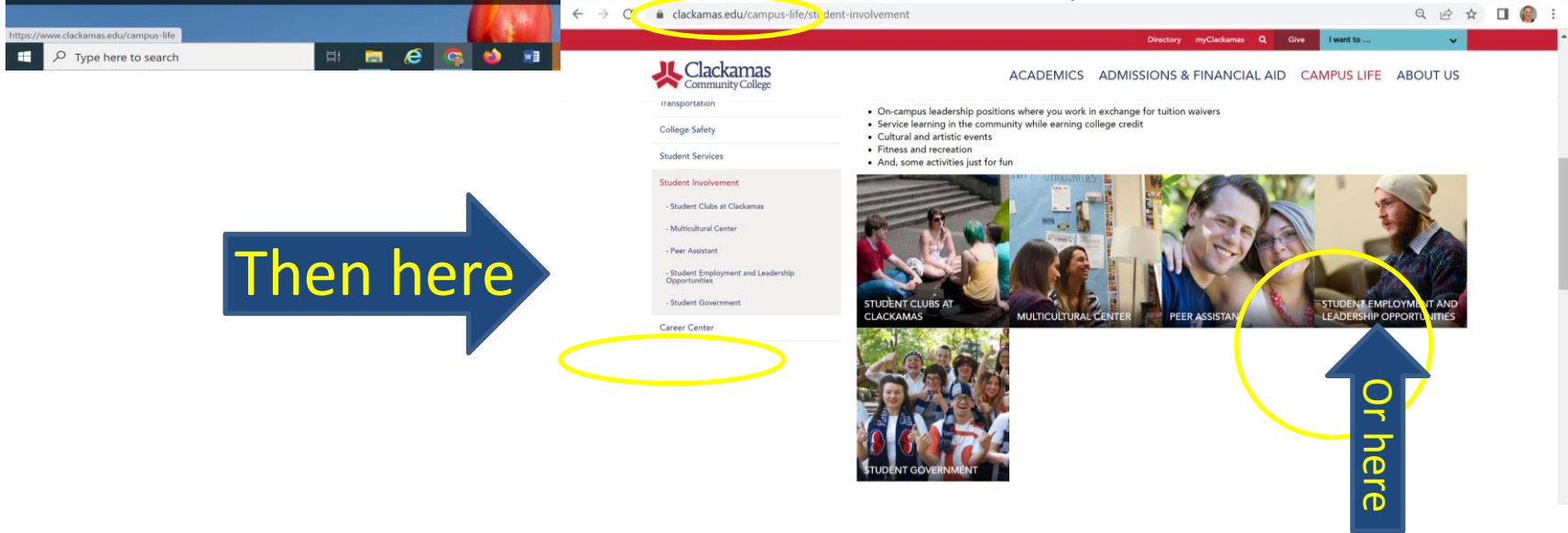
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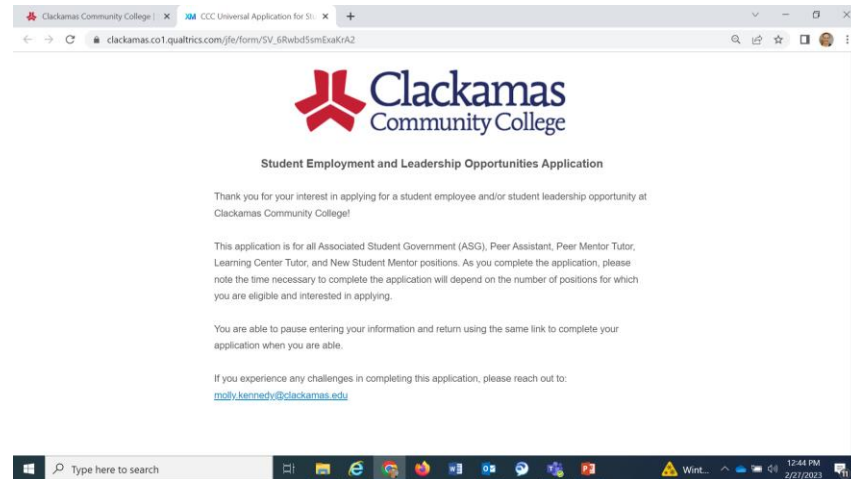
- Role titles are linked to webpages with more info

ROLE	COMPENSATION	QUALIFICATIONS	HOW TO APPLY	HOURS/ADDITIONAL INFO
<a href="#">Associated Student Government (ASG)</a> Serve on the representative body for students, while also focusing on campus events, community wellness, student grants or multicultural affairs.	Tuition waiver	<ul style="list-style-type: none"> <li>• Currently enrolled student</li> <li>• 2.0 GPA or higher</li> </ul>	<a href="#">Submit Universal Application</a>	Varies Different levels of positions have varied number of weekly required hours. Option to take free two-credit leadership course.

- Apply/Application links all lead to the Universal Application

The screenshot shows the Clackamas Community College website. The main heading is "CCC ASSOCIATED STUDENT GOVERNMENT". Below the heading, there is a description of the ASG and a section titled "ASG members wanted". In this section, the text "Apply with ASG and become a student leader." is circled in yellow. A blue arrow points from the "Submit Universal Application" link in the table above to this circled text. Another blue arrow points from the "Associated Student Government (ASG)" link in the table above to the "ASG members wanted" section. The website also features a sidebar with navigation links like "Events", "Athletics", and "Student Involvement".

# Universal Application

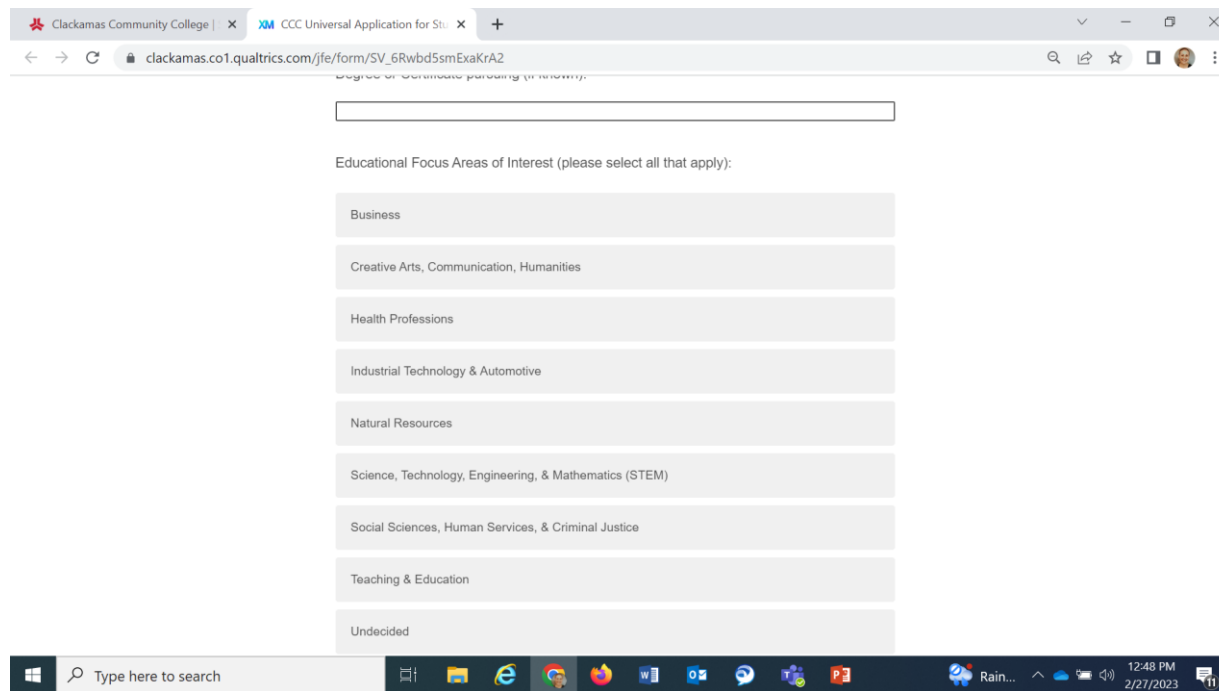


Students fill out main application information one time for all positions for which they want to apply.

A screenshot of the Clackamas Community College Universal Application form. The form is titled "Applicant Information" and contains several input fields. The fields are: "CCC ID#" (a single-line text box), "Name:" (a single-line text box), "Pronouns \*not required (learn more here if you're interested: <https://pronouns.org/>):" (a single-line text box), "Address:" (a section with four stacked text boxes for "Street Address", "City", "ST", and "Zip Code"), and "Phone:" (a single-line text box). The browser's address bar shows the URL: [clackamas.co1.qualtrics.com/jfe/form/SV\\_6Rwbd5mExaKRA2](https://clackamas.co1.qualtrics.com/jfe/form/SV_6Rwbd5mExaKRA2). The Windows taskbar is visible at the bottom of the browser window.



# Aligned with Educational Focus Areas (EFAs)

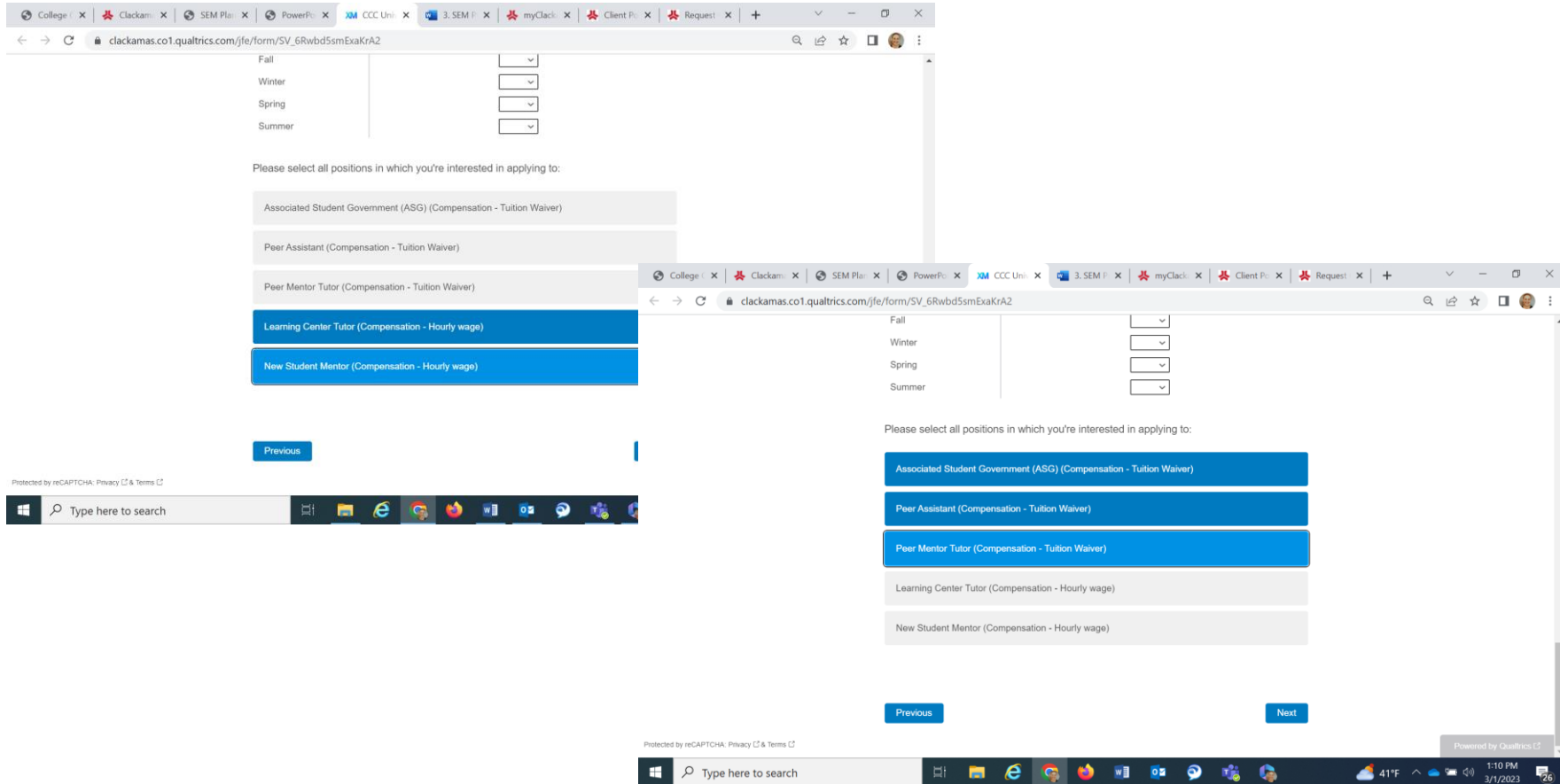


Language and layout between CCC webpages and application are mirrored throughout the application to provide consistency and clarity

The top screenshot shows the Clackamas Community College website. The navigation bar includes 'Directory', 'myClackamas', 'Give', and 'I want to ...'. The main menu lists 'ACADEMICS', 'ADMISSIONS & FINANCIAL AID', 'CAMPUS LIFE', and 'ABOUT US'. A sidebar on the left contains categories like 'College Safety', 'Student Services', 'Student Involvement', and 'Career Center'. The main content area features a 'PEER ASSISTANT PROGRAM OPPORTUNITIES' section with a list of departments: Admissions Center, Advising and Career Services, Counseling Department, Disability Resource Center, Transportation Systems, Student Life and Leadership, Multicultural Center, College Navigator Team, and Wacheno Student Services Hub. Each item has a plus sign to its right. A red 'EXPAND ALL' link is visible.

The bottom screenshot shows a Qualtrics application form titled 'Please indicate the offices you are interested in working:'. It contains a list of departments: Admissions and Recruitment, Advising/Career Services, College Navigator, Counseling Department, Disability Resource Center (DRC), Multicultural Center, Student Life and Leadership, and Wacheno Welcome Center One Place. Below the list is a text box for 'Other (if you have ideas for other departments on campus that could use a Peer Assistant, please share here):'.

# Multiple Compensation Options in One Place



# Multiple Positions in One Place

PowerP: x CCC Uni: x 3. SEM F: x myClack: x Client: x

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Please check all positions that interest you:

Chair (15 working hours weekly)

Officer (10 working hours weekly)

Senator (5 working hours weekly)

Department Preference

This next question will ask you about your department preference in ASG. Please reference this link for information:

- [ASG Info Sheet](#)
- [ASG Organization Chart](#)

If you are uncertain which department is best for you, please check your top 3.

Community Wellness

Grants

Multicultural

Promotions

Administration

Clubs

Campus Affairs

**Associated Student Government (ASG)**

PowerP: x CCC Uni: x 3. SEM F: x myClack: x Client: x Req: x

fe/form/SV\_6Rwbd5smExaKrA2

Please indicate the offices you are interested in working:

Admissions and Recruitment

Advising/Career Services

College Navigator

Counseling Department

Disability Resource Center (DRC)

Multicultural Center

Student Life and Leadership

Wacheno Welcome Center One Place

Other (if you have ideas for other departments on campus that could use a Peer Assistant, please share here):

**Peer Assistant**

PowerP: x CCC Uni: x 3. SEM F: x myClack: x Client: x Re: x

e/form/SV\_6Rwbd5smExaKrA2

**Note:** No letters of recommendation are required, however we do contact instructors listed on the application as part of the application screening process.

**Questions:** Contact Josh Aman, [josh.aman@clackamas.edu](mailto:josh.aman@clackamas.edu) 503-594-3070

Please select all of the subjects you would like to tutor:

Writing

Math

Science

Technology (hourly rate only)

Accounting (hourly rate only)

Other:

**Learning Center Tutor/Peer Tutor Mentor**

PowerP: x CCC Uni: x 3. SEM F: x myClack: x Client: x Re: x

e/form/SV\_6Rwbd5smExaKrA2

The following are areas where New Student Mentors have opportunities to work. Please select all that interest you:

Academic Advising

Associated Student Government (ASG) Front Desk

Multicultural Center (MCC)

Wacheno Student Services Hub Welcome Desk

We currently have availability for New Student Mentors to work on the Oregon City (main) campus between Monday and Thursday from 8 am to 5 pm. We will work with you to schedule shifts around your classes and availability within these hours. We do not have any virtual or remote work hours. Please check the box below to acknowledge you are interested in on-campus work during these times.

I am interested in on-campus work.

I am unable to work on campus. Please let me know of any virtual opportunities.

**New Student Mentor**

# We want to keep sharing!

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Please contact us to arrange for a time for us to present at your meeting.

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John Ginsburg [john.ginsburg@clackamas.edu](mailto:john.ginsburg@clackamas.edu)

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Molly Kennedy [molly.kennedy@clackamas.edu](mailto:molly.kennedy@clackamas.edu)

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Kelly Love [kelly.love@clackamas.edu](mailto:kelly.love@clackamas.edu)

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