Position Description | Event Staff

Application Deadline: April 20, 2015 at noon. Complete your application on JobCat, print a copy and submit along with a cover letter and two letters of recommendation from a faculty or staff member or previous employer. Applications should be submitted to the University Housing and Food Service Central Office at the corner of Citrus and Legion – behind Shasta Hall. Only students who complete all requirements will be interviewed.

**Position Description**

The PTP Event Staff is responsible for supporting PTP events.

Duties include but are not limited to working directly with UHFS staff and staffing events of various sizes.

**General Requirements and Responsibilities for this position include**

- Comfortable talking to new people
- Demonstrate initiative and enthusiasm
- Willing to work nights and weekends
- Use care when handling UHFS materials and equipment
- Ability to lift up to 25 lbs

Members of the PTP Street Team are expected to be role models for residents, and will interact with them in various ways including one-on-one, in-community interactions.

**Benefits**

- Hourly pay at current minimum wage
- Fun work environment with professional supervision
- Opportunities for personal development

**Time Commitment**

The position provides hours on an as needed basis. Hours will include set-up and clean-up of events, advance promotion of events, and a one hour per month meeting. Expect to work an average of 5-7 hours per month based on individual availability and willingness to sign up for events. It will be expected that you are available to work up to 30 hours during Wildcat Welcome Week, August 17-23, 2014.