

Work-Study Title: Rush Square Ambassador

Department: CLP Community Service

Reports to: Eugene Durkee, Director CLP

Student Name:

Length of Employment (check one) Fall _____ Spring _____ Both _____

Position #: 502F4
Category: Student
Pay rate: \$7.75/hr
Office Use Only
ID:

Hours Required

Flexible

Position Purpose

Rush Square provides a safe residential environment for residents who are either elderly or have a disability. Support is provided to engage residents in activities and to keep them as active as possible. A community room exists in which the student or students can meet with residents and organize workshops or other activities.

Motivations/Interests/Skills Required

Work study students interested in a position at Rush Square must be reliable, consistent, and be able to maintain confidentiality. Interests in the field of education, psychology, and sociology are helpful.

Duties & Responsibilities

The duties and responsibilities listed below are flexible, and will change according to the needs of the on-site supervisor and Rush Square residents:

- Assist the on-site supervisor and residents with computer tutoring
- Special programming: planning and delivering workshops
- Provide companionship to residents as needed
- Assist with grant-writing
- Assist with newsletter content and production
- Some limited office work and light housekeeping may be required

The students may also help out in the residents' apartments, at the discretion of the on-site supervisor and the student. **Benefits to Student Employee**

1. Teaching and activity/leadership experiences, including leading activities and/or workshops.
2. Gain experience working with the elderly and people with disabilities.
3. Gain writing skills (if grant or newsletter writing is required)
4. Give something back to the local community

Supervision

On-site supervisor will be the Service Coordinator at Rush Road. Psychology faculty will mentor the students throughout their work. The CLP Director and the Off Campus Coordinator will assist with initial training and mentoring, and handle all payroll responsibilities.

Supervisor's Signature

Date

Student's Signature

Date

Student Financial Services

Date

Site Contact

Susan McElroy, Service Coordinator
Rush Square Elderly Housing
171 Rush Rd., Henniker, NH 03242
603-8836770 x136
smcelroy@thecalebgroup.org