




## MEHARRY MEDICAL COLLEGE FEDERAL WORK-STUDY POSITION NOTICE

<b>Job Title:</b>	<b>Student Office Assistant</b>	<b>Job Classification:</b>	D2-D4 students
<b>Department/Group:</b>	Dental Ethics and Professionalism	<b>Number of students requested:</b>	5
<b>Location:</b>	Meharry Medical College 1005 Dr. D.B. Todd, Jr. Blvd. Nashville, TN 37208	<b>Type of Position:</b>	<input checked="" type="checkbox"/> General Work-Study <input type="checkbox"/> Community Service <input type="checkbox"/> Reading Tutor
<b>Level/Salary Range:</b>	\$20.00/hour	<b>Position Type:</b>	Federal Work-Study
<b>Date posted:</b>	August 10, 2023	<b>Position End Date:</b>	End of SPRING semester
<b>External posting URL:</b>	<a href="https://meharryjobs.silkroad.com/meharryjobs/Student-Work-Study.html">https://meharryjobs.silkroad.com/meharryjobs/Student-Work-Study.html</a>		
<b>Internal posting URL:</b>	<a href="https://meharryjobs.silkroad.com/meharryjobs/Student-Work-Study.html">https://meharryjobs.silkroad.com/meharryjobs/Student-Work-Study.html</a>		
<b>Job Description</b>			
<b>ROLE AND RESPONSIBILITIES</b> <ul style="list-style-type: none"> <li>Working with Assistant Dean, Ethics and Professionalism to conduct research on dental ethics cases</li> <li>Working with Assistant Dean, Ethics and Professionalism to develop a Student Ethics Club</li> <li>Working with Assistant Dean, Ethics and Professionalism on general office support duties</li> </ul>			
<b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b>			
<b>PREFERRED SKILLS</b> N/A			
<b>Supervisor's Name:</b> (Please print)	Jacinta P. Leavell, Ph.D.	<b>Supervisor's signature:</b>	 8/15/23
<b>Alternate Supervisor's Name:</b>		<b>Alternative Supervisor's signature:</b>	
<b>Reviewed By:</b>		<b>Date:</b>	Click here to enter a date.
<b>Approved By:</b>		<b>Date:</b>	Click here to enter a date.