



## On-Campus Part-Time Employment Contacts

225 LAWRENCE CENTER ● 610-436-2501 ● WWW.WCUPA.EDU/CDC ● CDC@WCUPA.EDU

**Please note that this list may not be comprehensive as not all offices hire in the same manner.** We have tried to gather in one place all the resources that we are aware of, but we may be missing some. If you are aware of other student employment (non-work study) opportunities at WCU, let us know and we will add them to this list.

### **Information Services:**

Information Technology and Academic Computing Services Website (department overview):  
<http://www.wcupa.edu/infoservices/>

Web Team (explains the purpose and functions of the Web Team):  
<http://www.wcupa.edu/infoservices/webTeam/>

Client Services (general information for students about D2L Support and the IT Help Desk):  
<http://www.wcupa.edu/infoservices/clientServices/>

**APPLICATION FORM** for Info Services Division Employment:  
<http://www.wcupa.edu/infoServices/studentapp/default.asp>

### **Networking & Telecommunications:**

ResNet Central (explains employment opportunities and links to the application form):  
<http://www.wcupa.edu/infoservices/commServices/resnet/employment.aspx>

### **Campus Dining Services:**

*Employment with on-campus dining services is through ARAMARK and includes Lawrence Dining Hall, Rams Head Food Court, Starbucks, Einstein Bagel and New Street Catering.*

Please pick up an application at either Rams Head Food Court in the Sykes Student Union or from Lawrence Dining Hall. Completed applications can be turned in to any manager and you can request to speak with a manager, because most times they can interview on the spot. Questions can be directed to 610-436-2730.

Online: <http://www.aramark.com/careers>

- Click "Search Jobs"
- Scroll down to "Position Type" Select "Hourly/Seasonal"
- Select "Location" Select "US-PA-West Chester"

### **Sykes Student Union:**

The Student Union is located at 110 Rosedale Avenue, Room 116. Sykes has positions to work at the information desk, copy center, event staff, and hires a Student Director and Community Ambassadors for Off-Campus and Commuter Services.

<http://wcupa.edu/SERVICES/Stu.Syk/employment.aspx>  
(610) 436-2984

### **WCU Campus Store Bookstore:**

The Bookstore is located at 259 Sykes Union.

<http://www.wcucampusstore.com/SiteText.aspx?id=5352>  
(610)-436-2955

### **Campus Recreation Department:**

The Student Recreation Center is located at 275 North Campus Drive, The Rec Center hires students for Fitness Programs, Sports Clubs, Facilities, Intramurals, and Wall Monitor.

<http://www.wcupa.edu/services/campusrec/facilities.aspx>  
(610) 436-1REC

### **WCU Foundation (includes the Phonathon):**

The Foundation is located at 202 Carter Drive. This site includes employment opportunities within the WCU Foundation.

<http://www.wcufoundation.org/page.aspx?pid=622>  
(610) 455-6050

### **Undergraduate Studies and Student Support Services–**

**Academic Development Program Peer Assistants:** ADP needs students to be mentors and role models that work with new students. The link below gives information about the program and applying for the job.

<http://www.wcupa.edu/ussss/adp/peerAssistant.aspx>  
(610) 436-3274

**Learning Assistance and Resource Center (LARC) - Tutors:** Learn more about the tutoring program at this site:

<http://www.wcupa.edu/ussss/larc/employment.aspx>  
(610) 436-2535

## **The Lawrence A. Dowdy Multicultural Center**

The Lawrence A. Dowdy Multicultural Center hires students in the Spring Semester for its Peer Mentoring program.

<http://www.wcupa.edu/services/stu.mca/mentoringProgram.aspx>  
(610) 436-3273

## **Division of Student Affairs –**

Jobs for Undergraduate & Graduate Students: The link below provides additional information for opportunities in Student Affairs that are for Undergraduate and Graduate students.

<http://www.wcupa.edu/services/stu/resources.aspx>

## **The Writing Center:**

The Writing Center is located in Francis Harvey Green Library (FHG), Room 251. They hire Undergraduate and Graduate students as Writing Consultants/Tutors. The link provides information about the Student Writing Tutors program and the application process.

<http://www.wcupa.edu/academics/writingcenter/tutoringOpp.aspx>  
(610) 430-5664