

## FWSP Job Postings

Federal Work-Study positions will continue to be posted on the Trinity College Federal Work-Study website, <http://www.trincoll.edu/depts/finaid/FWSP/joblist.asp>. Please use the following criteria when updating or creating new positions for FWSP students.

If you are not changing the job description for a specific position, please **e-mail** the following information:

- Job Title
- Hours
- Pay Rate
- Number of students to be hired
- **Status of Job (Update only, Update and Post, Post as is)**

If you are creating or changing a job, please **e-mail** the following information:

- Department
- Job Title
- Description of Duties
- Who the students should contact
- Hours
- Pay rate
- Number of students to be hired
- **Status of Job (Update only, Update and Post, Post as is)**

Send your updates via e-mail to Jessica Hatfield at [jessica.hatfield@trincoll.edu](mailto:jessica.hatfield@trincoll.edu). We will then post and/or update your job opportunity on the Work-Study website. If you receive questions from students as to how to search for jobs, please direct them to the Joblist address above or to the Financial Aid Office: (860) 297-2046 or [financial-aid@trincoll.edu](mailto:financial-aid@trincoll.edu).

If you have any questions about the FWSP, please contact Jessica Hatfield in Financial Aid at ext. 2047 or [jessica.hatfield@trincoll.edu](mailto:jessica.hatfield@trincoll.edu).