



Work-Study Job Posting Request

Semester/Year: Fall: _____ Spring: _____ Summer: 2024

Type of WS: Federal Institutional

Department (Dept#): Off Campus/Poteau Public Schools (3001)

Campus: Poteau Sallisaw Off Campus

Building: Poteau Pirate Quest Office/Room #: Primary & Upper Elem.

Job Duties/Responsibilities: Student will work for the Poteau Pirate Quest summer program.

Job responsibilities will include assisting teachers, working with students and working the front desk. Other duties assigned as needed.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Schedule: (Possible working hours)		8:00-12:00 1:00-5:00	8:00-12:00 1:00-5:00	8:00-12:00 1:00-5:00	8:00-12:00 1:00-5:00	8:00-12:00 1:00-5:00	

Supervisor Name: Amber Brand

Email: branda@poteau.k12.ok.us

Phone #: (918)658-4475

Other Information (if applicable): Must be able to pass a background check.