

CARL ALBERT STATE COLLEGE

EST. 1933

Return this form to:
workstudy@carlalbert.edu
Office of Financial Aid
- Federal Work-Study
Business Office
- Institutional Work-Study

Work-Study Job Posting Request

Semester/Year: ☒ Fall: 2026 ☒ Spring: 2026 ☒ Summer: 2026

Type of WS: ☐ Federal ☒ Institutional

Department Name/#: Student Life (2500)

Campus: ☒ Poteau ☐ Sallisaw ☐ Off Campus

Building: Hemphill Hall Office/Room #: 141

Job Duties/Responsibilities:

Requesting marketing/social media student worker to produce digital content for the Student Life office, including activities, updates, and announcements.

Schedule:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
(Possible working hours)		8:00 am 4:30 pm	8:00 am 4:30 pm	8:00 am 4:30 pm	8:00 am 4:30 pm	8:00 am 4:00 pm	

Supervisor Name: Jamie Frederick

Email: jlfrederick@carlalbert.edu

Phone #: 918-647-1315

Other Information (if applicable):