

## **Graduate Assistantship Posting**

Semester(s) Needed:      Fall & Spring 2018 - 2019

Department: Libraries Branches (Music Library)

Location:                  Music Building, room 115

Job Description:    Answer phone; shelve books, periodicals, recordings, microfilm, and other materials; assist patrons with directional and reference queries; Check in and out library materials; assist patrons with office equipment; assist patrons locate library materials and use online catalog; assist staff with ongoing projects; run errands to other campus locations. The library is especially interested in students with a formal music background.

Hours: 20 per week (evening and weekend hours required)

Contact Person:    Joel Roberts

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