



WORK-STUDY JOB DESCRIPTION

JOB TITLE:	ACM Student Voter Registration Ambassador
DEPARTMENT:	ACM College to Community Partnership Center
CONTACT SUPERVISOR:	Diane McMahon
NUMBER OF STUDENTS NEEDED:	1
LOCATION/CAMPUS:	Cumberland, MD
JOB DUTIES:	<ul style="list-style-type: none"> - Attending grant meetings that happen once a week for 12 weeks - Attend events that have to do with voter registration and education - Talk to classes and students about voter registration and education - Track the number of students that register to vote - Attend zoom workshops and conference calls about voting as needed - Collaborate with external and internal organizations to promote voting - Complete time sheets and attend supervisor meetings - Read associated grants and become familiar with what is to be accomplished with the team of staff, faculty, and students. - Be ready to take on new responsibilities to help accomplish the goals of the grant. - Work 12 hours a week for the academic school year, track your hours, and report back your work at a weekly meeting.

PLEASE RETURN BY E-MAIL TO CARRIE AT: *****

“WE WILL BE THE COLLEGE OF CHOICE THAT TRANSFORMS LIVES, STRENGTHENS COMMUNITIES, AND MAKES LEARNERS THE CENTER OF EVERYTHING WE DO”