Career Development Opportunity

Site Supervisor: Deann Kertzman  
Email: shawnie.mackaben@bhsu.edu  
Phone: 605-642-6820  
Address: 1200 University St. Unit 9005 Spearfish South Dakota, 57799  
Are you a BHSU Alumni?: Yes  
If yes, what year did you graduate?:

Opportunity Details

Business, Company, Organization Name: Center for the Advancement of Math and Science Education - CAMSE  
Company Description: CAMSE supports teachers already practicing in the field and those getting their graduate degree in educational fields. We also support K-12 science programs with our Science Resource Center. Kits are inventoried, restocked and reissued to school districts. We also prepare curriculum for our ongoing graduate and continuing education classes and professional development meetings for K-12 teachers and paraprofessionals. CAMSE works closely with the Education and Outreach at Sanford Lab and their K-12 Science Curriculum program.  
Opportunity Offering: Work Study  
Work Study Options:  
Opportunity Title: Federal Work-Study  
The opportunity will take place in?: Wenona Cook lower level offices  
Start Date: 9/6/2019  
End Date: 5/8/2020  
Weekly Hours: flexible  
Hourly Wage: minimum wage  
What does the opportunity provide?:  
Flexible on campus work schedule while learning basic office skills and support for the local K-12 education system. This position would be ideal for an Education Major. Please all apply though.  
What are the characteristics of a qualified candidate?:  
CAMSE is looking for a federally qualified work-study student to help for general clerical duties. Knowledge of Microsoft Office applications and general office technology will be needed. Other duties will include running errands on campus.  
What skills are needed to be successful?:  
Detail oriented and communicative. Conscientious to work performed and attention to detail.  
Application Process:  
Shawnie Mackaben at Shawnie.mackaben@bhsu.edu 605-642-6820 or Melissa Dean at Melissa.dean@bhsu.edu 605-642-6873  
Application Deadline: 9/6/2019