

LC WORK SCHOLAR POSITION DESCRIPTION

Employment Levels

Entry Level	Intermediate Level	Skilled Level
Characterized by highly structured tasks or outcomes, relatively low level or number of skills required, typically repetitive or routine tasks and requiring direct supervision of worker results	Involves less direct supervision than entry level, more work variety, and requires some independent exercise of judgment along with an increasing knowledge of the job.	Work is typically skilled, requires little direct supervision, requires independent judgment on procedures, has variety, includes training others, and the expectation of contributions toward improvement of the way work is carried out.

In what employment level does this position fall (circle one)?

Entry Level

Intermediate Level

Skilled Level

Work Scholar job title: Assistant Ground Water Analyst

Describe the duties of this position.

- 1) This position includes field sample collection and analysis within north central Idaho. The position will assist with collection of ground water samples, laboratory equipment maintenance, and Quality Assurance Project Plan (QAPP) implementation. As the position develops, the student may be asked to develop revised QAPPs, project maps, data analyses, and correspondence.
- 2) This position also includes outreach activities. The position will primarily assist with general outreach events, such as 1<-8 activities and county fairs. As the position develops, the student may be asked to work on more project specific outreach activities that may include city council meetings, planning sessions, or report development.
- 3) As the position develops, the work scholar may be asked to assist with other ground water and source water protection activities.

List the learning opportunities for this position. ● proper use of field instruments ● proper application of Quality Assurance Project Plans and QA/QC requirements ● interpreting technical data for communicating to non-technical audiences ● interactions between government and the public ● policy implementation challenges ● public speaking ● conflict management ● project management

What qualifications are required for this position? • carry 30 pounds over rough terrain • work in adverse or inclement weather • travel periodically • sit and work on a computer for 2-3 hours at a time • work independently on specific assigned tasks • be willing to talk with strangers in public forums, such as county fairs • basic knowledge of water cycle • basic knowledge of business writing and communication • basic knowledge of math, graphing, and trend analysis

What skills are required for this position?

- proficient use of Microsoft Word & Excel
- proficient public speaking in small groups

Adapted with permission from Lewis-Clark Service Corps AmeriCorps and Berea College.