



**MINNESOTA STATE COMMUNITY and TECHNICAL COLLEGE
Moorhead**

School Year Work Study Position

August through May

Wages: Bi-weekly

1. On-Campus Department: Social Work
2. Supervisor: Tyler Strand
3. Phone Number: 218-299-6839
4. Location: Moorhead
5. Room Number: D121
6. Number of Hours per Week: Up to 10 hours

7. Job Description and Qualifications:

Student will serve as supportive assistant to M State Social Worker for Ruby's Pantry Event on M State Moorhead campus. Student will help support the organization and efficiency of food/supply storage in C127 warehouse building. Prior experience working in a warehouse setting preferred, but not expected. Qualified candidates will have:

- Passion for helping people and making a difference.
- Commitment to Excellence.
- Customer Service and Marketing skills.
- Printing and Marketing skills.
- Inventory skills – stocking food and paper products in C127 storage area. Maintaining an organized and efficient shelf space.
- Monitor food products for damages/unsanitary conditions and discard appropriately.
- Custodial clean-up duties to maintain a safe and sanitary working environment.
- Other duties as assigned.



8. Student Out Comes: Students will develop organizational skills and learn logistic operations to provide food support for people in need. Student will understand socioeconomical profiles of diverse populations and strategies to meet basic needs.