

## Kishwaukee College Work Study Position

DEPARTMENT: Assistive Resources/Disability Services: Materials  
Modification Assistant

\*Note: Students are not allowed to work in more than one department at the same time.

**JOB DESCRIPTION** (Include major duties to be performed):

Assists in the modification of classroom materials including textbooks, hand-outs,  
classnotes, graphs and charts. Potential for assistance with modification of tests if worker  
has already taken and pass the course in question

### QUALIFICATIONS/SKILLS REQUIRED

Must have excellent computer skills and quick to learn new skills such as braille  
production, use of Duxbury, scientific notebook, production of tactile graphs, ability to  
educate other students on use of technology such as ReadWrite software and LiveScribe  
pens (all trained), ability to communicate well with others, quick to learn and retain new  
information

NUMBER OF HOURS PER WEEK:      aprx 14 hr/week

DAYS OF WEEK. (check one):      Flexible or   x   Must be able to work the  
following days of the week:   8a-11a TTh and 11a-2p MW    

DEPARTMENT SUPERVISOR/COORDINATOR: Ann Wilson

CONTACT INFORMATION: Office, phone, email:     A1317. 815)825-9467.  
ann.wilson@kishwaukeecollege.edu    

STUDENTS MAY ALSO APPLY TO ME DIRECTLY:    YES:   x   NO