UNIVERSITY OF MARYLAND
SUMMER 2019/FALL 2019/SPRING 2020
FEDERAL WORK-STUDY SUPERVISOR'S STUDENT REQUEST
(Supervisor's On-line Orientation must be completed) http://www.umd.edu/workstudy

TO PARTICIPATE IN THE FWS PROGRAM THERE MUST BE A SUPERVISOR AND AN ALTERNATE SUPERVISOR

Please attach a job description for this FWS position.

Could this work-site be considered as Community Service? Yes X No

UMB Department UMB CURE Scholars Program - Office of the President
(Full Name of Department)

Off-Campus Agency
(Full Name of Agency- For Off-Campus Positions Only)

Address 620 West Lexington Street, 2nd Floor, Room 2128

Telephone 410-706-0465 Fax No.

Work Study Supervisor's Full Name Shawdae Harrison

Work Study Supervisor's Title Mentoring Program Coordinator

E-mail Address shawdae.harrison@umbcure.org

Alternate Supervisor's Full Name Gia Grier McGinnis

Alternate Supervisor's Title Executive Director

E-mail Address ggriermcginnis@umd.edu

Job Title Program Specialist

Job Function: X Technical __ Administrative __ Research Lab __ Research Clinical __ Tutor __ Program Admin.

Duties Entering data necessary to remain compliant with grant. Transport and sort scholars' supplies across campus.

Completion of this request form does not guarantee the department/agency will have a Federal Work-Study student employee. The person who signs this form must also sign the Job Certification Form and approve the biweekly payroll timesheets. If a student exceeds their maximum FWS award, the supervisor's department is responsible for paying 100 percent of the over award.

Return completed form to:
Student Employment Office; University Of Maryland, Baltimore; 601 W. Lombard St, Suite 221; Baltimore, MD 21201
Phone: 410-706-7347 E-Mail: fws@umd.edu URL: www.umd.edu/workstudy
UMB CURE Scholars Program

Federal Work-Study Job Description

The UMB CURE Scholars Program is a groundbreaking year-round pipeline program that identifies sixth-graders with an interest in science from three West Baltimore middle schools and supports these scholars throughout middle school, high school, and beyond. The UMB CURE Scholars Program is designed to support under-represented minority students by exposing them to STEM (science, technology, engineering, and math) careers, exciting experiments, and inspiring mentors. With a 5:1 mentor-to-scholar ratio, scholars participate in after-school hands-on experiments; Saturday tutoring and life skill development workshops; and a comprehensive summer academic enrichment component. Through rich scientific opportunities, scholars gain presentation experience, academic growth, self-confidence, and the motivation necessary to succeed. The ultimate goal is to increase the pool of under-represented minorities pursuing careers in STEM, health care, and cancer research.

The federal work-study student would assist in administrative duties within the office. This primarily includes entering data necessary to measure scholars’ success and to maintain compliant with grant funders and the institutional review board. In addition, the federal work-student would be asked to organize and transport supplies necessary for our after-school programming on campus. Come be part of a fun team and help make a difference in the lives of our scholars and in the West Baltimore community!